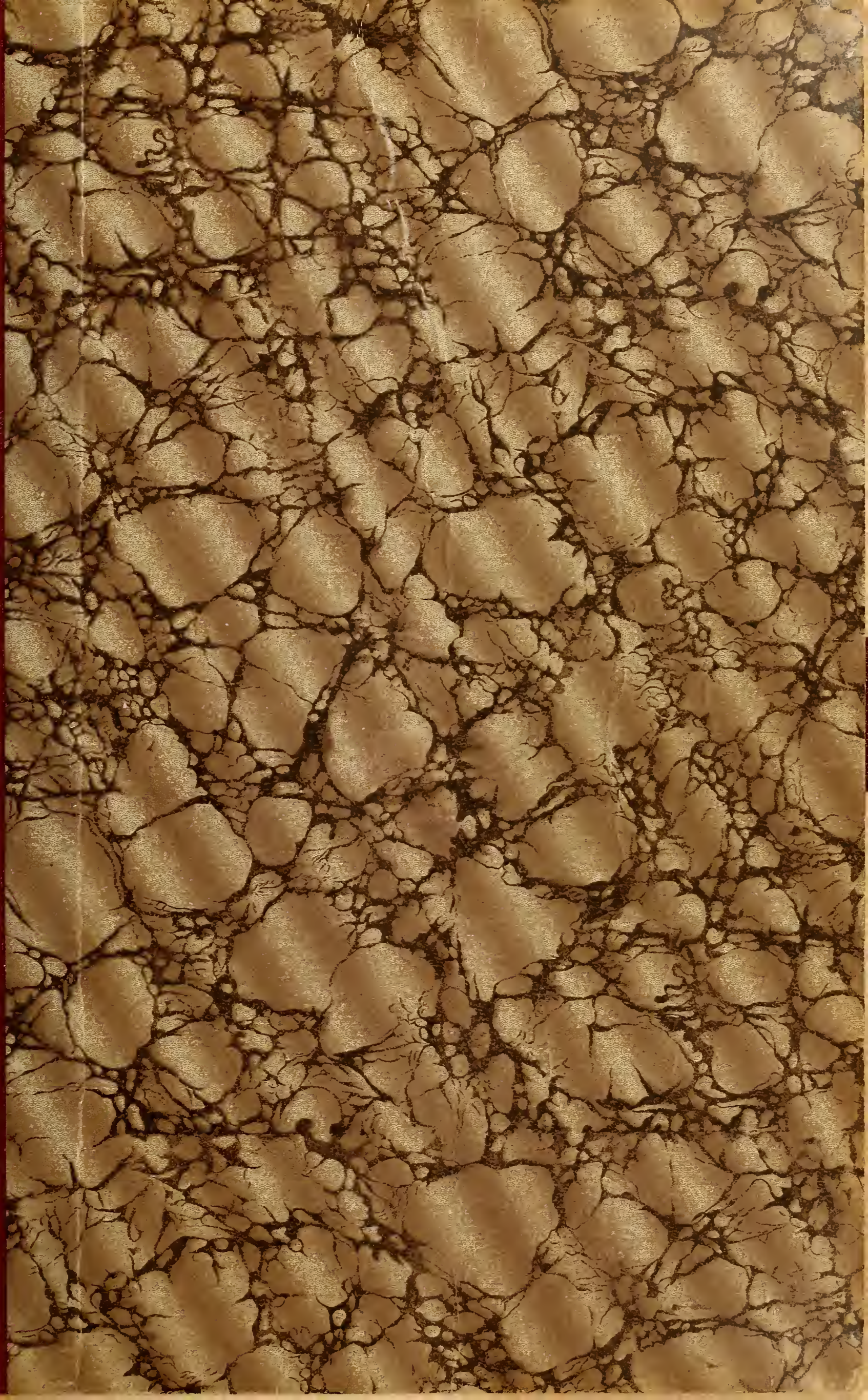

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MINUTES OF THE ANNUAL MEETING OF THE BOARD OF TRUSTEES

State House, Boston, Mass., January 3, 1919.

---

The meeting was called to order at 9:45 a.m. by Vice-President, Charles A. Gleason.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Gannon, Gerrett, Howe, Mortimer, Pollard, Preston, Richardson, William Wheeler, Wilfrid Wheeler and Acting President Lewis. Treasurer Kenney was also present.

The Secretary read the following call for the meeting:

Call of the Meeting

Boston, December 24, 1918.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE.

Dear Sir:

There will be a meeting of the Trustees of the Massachusetts Agricultural College on Friday, January 3, 1919 at 9.30 a. m. at 136 State House, Boston.

A full attendance is hoped for.

Very truly yours,

(Signed) Wilfrid Wheeler,

Secretary.

It was

VOTED: To approve without reading, the minutes of the Trustee Meeting of October 2, 1918.

Approval of Minutes

TRUSTEE

VOTED: That the Governor be notified that the Trustees are in annual session.

The Chair delegated Mr. Ellis and Mr. Mortimer to so notify the Governor.

On motion of Mr. Bowditch, it was

Nominating Committee

VOTED: That the Chair appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

The Chair appointed Mr. William Wheeler, Mr. Bowditch and Mr. Preston as the Nominating Committee.

President's Report

The Acting President presented the annual report of the President of the college for the year ended November 30, 1918, and read certain parts thereof.

On motion of Mr. Bowditch, it was

War Memorial

VOTED: That in appreciation of the service rendered in the great war by the students and alumni of the college, the Committee on Buildings and Grounds be requested to consider the question of a suitable memorial to commemorate this service.

On motion of Mr. Howe, it was

President's Report Approval

VOTED: To approve the report of the President as presented for the year ended November 30, 1918, and to adopt the same as the report of the Trustees.

Treasurer's Report

The Treasurer presented the financial report for the year ended November 30, 1918, and also the report of the Auditor.

On motion of Mr. William Wheeler, it was

Treasurer's and Auditor's Report Approved and Accepted

VOTED: That the reports of the Treasurer and Auditor as presented for the year ended November 30, 1918, be approved and accepted.

Governor Coolidge

From 11:25 to 11:40 A. M. Governor Coolidge attended the meeting and discussed with the Trustees their request for an appropriation of $150,000. for a

Women's building.

On recommendation of the Farm Committee, it was

VOTED: To ratify the appointment of Enos J. Montague as Farm Superintendent at a salary of $1500. per year and house rent, same to take effect December 15, 1918.

E.J.Montague Appointment

VOTED: To establish the charge for interdepartment service of teams at the rate of $3.00 per day of nine hours for men, and of $1.50 per day for horses.

Interdepart-ment Service

On recommendation of the Committee on Experiment Department, it was

VOTED: That A. S. Ball be transferred from the janitor list and be appointed assistant in the Department of Botany in the Experiment Station, and that from date of December 1, 1918, his salary be at the rate of $960. per year, $540. of which will be paid from Experiment Station funds and the remainder from the maintenance funds of the Department of Botany.

A. S. Ball Transfer

VOTED: That the salary of Miss E. S. Mixer, Assistant Chemist in the Experiment Station, be increased from $960. to $1080. per year from date of January 1, 1919.

E. S. Mixer Appointment

VOTED: To reinstate John B. Smith, now absent on military service, as Assistant Chemist in the Experiment Station, at a salary of $1400. per year, same to take effect on his arrival.

J. B. Smith Reinstatement

VOTED: That the Experiment Station be authorized to encourage the poultrymen of the state to endeavor to secure the passage of a law providing state aid for the suppression of white diarrhoea in chicks.

Poultry Diseases Control of

VOTED: That the study of the utilization of peat for improvement of soils be undertaken by the cooperation of the departments of Agriculture, Microbiology and Plant and Animal Chemistry; provided that approved projects now in progress are not to be superseded by this new project; and that the aim of the project is to be directed toward the development of methods which will be

Peat Experiments

possible for the farmer and market gardner to follow.

There was discussed the attitude which the Trustees should take toward the transfer of the fertilizer and feed control work from the Experiment Station to the State Department of Agriculture, and it was

Transfer of Control Work

VOTED: That the Trustees of the Massachusetts Agricultural College do not oppose the turning over to the State Department of Agriculture the executive or administrative features of the act to regulate the sale of commercial fertilizers, being chapter 388 of the acts of 1911 and chapter 220 of the acts of 1918, and the act to regulate the sale of commercial feed stuffs, being chapter 527 of the acts of 1912. The executive portion of said laws refers particularly to the registration of brands, the collection of analysis fees, the collection of samples, and the prosecution of violators of the acts. The Trustees, however, believe that it is for the best interests of all concerned that the chemical analyses required by said laws and the publication of the results of the inspection be carried out as heretofore under the supervision of the Director of the Massachusetts Agricultural Experiment Station.

Women's Building

Miss Edna L. Skinner, Head of the Department of Home Economics, appeared and made a brief statement of the purpose of the proposed work in Home Economics, the need of a building for developing Women's work at the college, and the plans for the proposed building.

At 1:15 P. M., it was

VOTED: To adjourn to the Boston City Club for luncheon and for the continuation of business.

Officers

The Committee on Nominations presented their report and in accordance therewith, the following officers and standing committees of the corporation for the ensuing year were elected:

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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## OFFICERS OF THE CORPORATION

His Excellency Governor Calvin Coolidge of Northampton, President.
Charles A. Gleason of New Braintree, Vice-President.
Ralph J. Watts of Amherst, Secretary.
Fred C. Kenney of Amherst, Treasurer.
Charles A. Gleason of New Braintree, Auditor.

## Standing Committees of the Corporation

### Committee on Finance

Charles A. Gleason, Chairman.
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Edmund Mortimer

### Committee on Course of Study and Faculty

William Wheeler, Chairman
Elmer D. Howe
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon

### Committee on Farm

Nathaniel I. Bowditch, Chairman
Frank Gerrett
George H. Ellis
Edmund Mortimer
Carlton D. Richardson

### Committee on Horticulture

Harold L. Frost, Chairman
Charles A. Gleason
Elmer D. Howe
Wilfrid Wheeler
Edmund Mortimer

### Committee on Experiment Department

Charles H. Preston, Chairman
Wilfrid Wheeler
Arthur G. Pollard
Harold L. Frost
Edmund Mortimer

### Committee on Buildings and Arrangement of Grounds

Frank Gerrett, Chairman
William Wheeler
Charles H. Preston
George H. Ellis
James F. Bacon

### Committee on Extension Service

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon

### Committee on Legislation

Charles A. Gleason, Chairman
George H. Ellis
William Wheeler
Carlton D. Richardson
Edmund Mortimer

Committees

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Charles A. Gleason Compensation as Auditor

On motion of Mr. Gerrett, it was

VOTED: That Mr. Charles A. Gleason be paid $150. per year as Auditor of the Corporation.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

Women's Building Plans

VOTED: That the plans for the proposed women's building be developed primarily on the basis of a dormitory which will accommodate approximately one hundred students, and which will provide such classrooms and laboratories for domestic science as the contemplated appropriation of $150,000. will permit.

Women's Building Location

VOTED: That the proposed women's building be located north of the East Experiment Station and east of the county road.

Stockbridge Hall Ventilating System

VOTED: To authorize the final payment on the bill covering the ventilating system in Bowker Auditorium.

On recommendation of the Committee on Extension Service, it was

W. F. Turner Resignation

VOTED: To accept the resignation of William F. Turner, Extension Assistant Professor of Animal Husbandry, to take effect March 1, 1919.

J. D. Willard Appointment

VOTED: To appoint John D. Willard as Extension Professor of Agricultural Economics at a salary of $3000. per year for five days' service per week, same to take effect February 1, 1919.

A. D. Kilham Reinstatement

VOTED: To reinstate Austin D. Kilham, now absent on military service, as Extension Assistant Professor of Pomology, at a salary of $2200. per year, same to take effect on his arrival.

W. H. Bronson Reinstatement

VOTED: To reinstate Wesley H. Bronson, now absent on military service, as Farm Help Specialist in the Extension Service at a salary of $2500. per year, same to take effect on his arrival.

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VOTED: That there be paid to Victor A. Rice, Extension Instructor in Charge of Pig Club Work, extra salary at the rate of $300. per year from Extension Service funds from date of January 1,1919, unless this salary increase is granted by the U. S. D. A.

V. A. Rice Salary

VOTED: To appoint R. B. Cooley as Extension Assistand Professor of Animal Husbandry at a salary of $2500. per year, same to take effect on the termination of service of William F. Turner.

R.B.Cooley Appointment

It was

VOTED: Not to approve the recommendation of the Committee on Extension Service that the following salaries, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1, 1919 and continuing until the appropriation for Extension Service for the current year is determined:

Extension Service Budget

| | |
|---|---|
| Earl Jones | $2400. per year |
| Daniel J. Lewis | 2000. per year |
| William F. Howe | 2500. per year |
| Elsie Cooley | 720. per year |
| Catherine Harrington | 720. per year |

VOTED: Not to approve the recommendation of the Committee on Extension Service that the following salary, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1,1919 and continuing until the appropriation for Extension Service for the current year is determined:

| | |
|---|---|
| H. R. Francis | $2500. per year. |

VOTED: Not to approve the recommendation of the Committee on Extension Service that the following expenses, formerly paid by the Public Safety Committee, be paid from Extension Service funds from January 1,1919 and continuing until the appropriation for Extension Service for the current year is determined:

Maintenance of Boston headquarters for home demonstration work, $2275.00 per year.

It was

Extension Service Staff

VOTED: That the employment of Earl Jones, H. R. Francis, Daniel J. Lewis, William F. Howe, Elsie Cooley, and Catherine Harrington and also the maintenance of the Boston headquarters for home demonstration work be terminated January 31, 1919.

Extension Service Appointments

VOTED: To ratify the appointment of the following Extension Service workers:

Stella A. Belcher, Assistant State Leader of Home Economics, salary of $1500. paid by the U. S. D. A.

William L. Doran, Pathologist, salary of $1650. paid by U. S. D. A.

Laura Gifford, Assistant State Leader of Home Economics, salary $1908; $1728. paid by U. S. D. A., $180. paid by Extension Service.

H. R. Haslett, Specialist in Sheep Husbandry, salary $1680.; $1380. paid by U. S. D. A., $300. paid by Extension Service.

Quincy S. Lowry, Entomologist, salary of $1500. paid by U.S.D.A.

It was

VOTED: To rescind the foregoing vote terminating the employment of certain Extension Service workers, and the maintenance of the Boston headquarters for home demonstration work on January 31, 1919.

On motion of Mr. Bacon, it was

Extension Service Budget

VOTED: That the question of the Extension Service budget be referred to the Committee on Extension Service for consideration and report to the Trustees and that until further action by the Trustees has been taken relative to the budget, the above mentioned Extension Service employees be continued on the salary list.

On motion of Dr. Dewey, it was

VOTED: That when the Trustees adjourn on this day, they adjourn to meet at the Boston City Club, Tuesday, January 7, 1919, at 10:30 A.M.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On motion of Mr. Ellis, it was

VOTED: That a special committee consisting of the Acting President, Mr. Gleason and Mr. Gerrett serving as a special committee, represent the Trustees in approving out-of-state travel.

Out-of-State Travel

The meeting adjourned at 3:50 P. M.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

(Adjourned from January 3,1919.)

City Club, Boston, Mass., January 7,1919.

---

The meeting was called to order at 10:40 A.M. by the Secretary. In the absence of the Vice-President, Mr. William Wheeler was elected Chairman until the arrival of Mr. Gleason.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Gannon, Gerrett, Howe, Pollard, Richardson, William Wheeler and Acting President Lewis. Treasurer Kenney was also present.

The Treasurer presented the proposed budget and apportionments for the current fiscal year and on recommendation of the Committee on Finance, it was

VOTED: To approve the apportionments as presented for the fiscal year beginning December 1, 1918 for the College, Experiment Station, Short Courses and Market Garden Field Station.

Approval Apportionments

VOTED: To employ an additional bookkeeper in the Treasurer's office at a salary of $840. per year.

Bookkeeper Treasurer's Office

VOTED: That the following salary allowances be paid from the income from the Endowment Fund:

Kenyon L. Butterfield, rate of $1500. per year during absence in France.

W.P.B. Lockwood, rate of $1500. per year from December 1, 1918 to August 31,1919.

Salary Allowances

J.K. Shaw, rate of $2250. per year from December 1, 1918 to February 28, 1919.

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Budget Special Legislative Appropriations

VOTED: To approve the following budget for special legislative appropriations in 1919:

| | |
|---|---|
| Women's building and Equipment.... | $150,000. |
| Improvements and new equipment.... | 35,000. |
| Construction and other improvements at Market Garden Field Station.... | 15,000. |
| Total..... | $200,000. |

Extension Work in Home Gardens

Mr. H. F. Tompson appeared before the Trustees and discussed the desirability of continuing the Extension Work in Home Gardens. Mr. George L. Farley discussed the need of continuing the employment of an Assistant State Supervisor of Junior Extension Work. Director Hurd discussed various aspects of the Extension Service budget.

On motion of Mr. Bowditch, it was

VOTED: That the Trustees resume executive session for the consideration of the Extension Service budget for the current year.

Extension Service Budget

After discussion and on motion of Mr. Ellis, it was

VOTED: To approve the budget and apportionment for the Extension Service work for the current fiscal year, the total to be requested from the state to be $78,000.

It was

Extension Service Staff

VOTED: To place the following persons on the Extension Service staff from January 1,1919 at the salaries specified:

| | |
|---|---|
| Earl Jones ..... | $2400. |
| Daniel J. Lewis ..... Service to terminate June 30,1919. | 2000. |
| William F. Howe ..... (From U.S.D.A. and Federal) (Smith-Lever Funds. ) | 2500. |
| H. R. Francis ..... | 2500. |
| Elsie Cooley ..... | 720. |
| Catherine Harrington ..... | 720. |

VOTED: To continue the expense on Extension Funds of the Boston office for headquarters for Home Demonstration work, the estimated expense being $2275. per year.

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Resignations
New Appointments
Leaves of Absence
Salary Increases
Transfers

On motion of Mr. Bowditch, it was

VOTED: To approve the following resignations, new appointments, leaves of absence, salary increases and transfers.

RESIGNATIONS

| Name: | Title: | Date of Effect: |
|---|---|---|
| E.Farnham Damon, | Ext. Asso.Prof. of Agricultural Economics | Nov. 24,1918. |
| Ella Baldwin, | Clerk in Extension Service | Nov. 4, 1918. |

NEW APPOINTMENTS

| Name: | Title: | Salary: | Date of Effect |
|---|---|---|---|
| Marion D. Warner, | First Clerk, Div. of Agriculture | $858. (900. from Dec.1,1918) | Sept.29,1918 |
| Margaret Hamlin, | Supervisor of Agricultural Courses for Women | $1800. | Dec.1,1918 |
| Aline B.Surprenant, | Clerk in Extension Service | 780. | Nov. 11, 1918. |
| Charlotte Erickson, | Clerk in Dean's office | 900. | Dec. 23,1918. |
| Edna L. Skinner, | Professor of Home Economics and temporary adviser of women | 3000. | Dec.30,1918. |

LEAVES OF ABSENCE -- FOR WAR SERVICE

| | | |
|---|---|---|
| Curry S. Hicks, | Professor of Physical Education and Hygiene | Sept.16,1918. |
| Austin D. Kilham, | Extension Asst. Professor of Pomology | Oct. 13, 1918. |

INCREASE IN SALARY

| | | | |
|---|---|---|---|
| Lois Clark, | Library Assistant, | $850. to $900. | Dec. 1, 1918. |
| L. J. Delano, | Library Assistant, | $850. to $900. | Dec. 1, 1918. |

TRANSFER

| | | |
|---|---|---|
| Hazel Parker, | Clerk, Dean's Office to Clerk, Treasurer's Office. | Jan.1,1919. |

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It was

W.L.Machmer Reinstatement

VOTED: To reinstate William L. Machmer as Assistant Professor of Mathematics at a salary of $2500. per year, to take effect January 1,1919.

C. S. Hicks Reinstatement

VOTED: To reinstate Curry S. Hicks, now absent on military service, as Professor of Physical Education and Hygiene, at a salary of $3000. per year, to take effect January 7, 1919.

H. D. Drain Reinstatement

VOTED: To reinstate Harry D. Drain, formerly absent on military service, as Instructor in Dairying, at a salary of $1800. per year, to take effect on his arrival.

On recommendation of the Committee on Extension Service, it was

A. D. Kilham Resignation

VOTED: To accept the resignation of Austin D. Kilham, Extension Assistant Professor of Pomology, same to take effect December 31, 1918.

R. A. VanMeter Reinstatement

VOTED: To reinstate Ralph A. Van Meter, now absent on military service, as Extension Specialist in Pomology at a salary of $2000. per year, same to take effect on his arrival.

On recommendation of the Acting President, it was

C. H. Patterson Acting Dean

VOTED: That during the absence of President Butterfield, the title of Charles H. Patterson be "Acting Dean".

W. L. Machmer Title

VOTED: That the title of William L. Machmer be "Associate Professor of Mathematics."

Change Name Dept. Market Gardening

VOTED: That the name of the department of Market Gardening be changed to "Department of Vegetable Gardening."

On motion of Mr. Wheeler, it was

Fiftieth Anniversary

VOTED: That the postponed celebration of the fiftieth anniversary of the opening of the college be held in October, 1920.

On motion of Dr. Dewey, it was

A.E.Cance Leave of Absence

VOTED: That the question of leave of absence for Professor Cance be referred to the Acting President with power.

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On motion of Mr. Richardson, it was

B. D. Drain Appointment

VOTED: To appoint B. D. Drain Assistant Professor of Pomology at a salary of $2000. per year, to take effect December 30, 1918.

It was

Salary Increases

VOTED: That Mr. Gleason, the Acting President and the Treasurer be authorized to present to the Governor and Council the request for certain salary increases voted by the Trustees on January 3 and January 7, 1919.

On motion of Mr. Howe, it was

H. E. Robbins Travel

VOTED: That the travel of Professor Harold E. Robbins as Manager of Non-Athletic activities be paid by the college and that the question of extra compensation for this service be left until President Butterfield's return.

Index Board Borrow Funds

The Acting President and the Treasurer presented the case of the 1919 Index Board which desires to borrow funds from the college to assist the class in its financial difficulties. It was the opinion of the Trustees that the college should not use its funds to assist in this class affair.

The meeting adjourned at 2:20 P. M.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

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TRUSTEE

MINUTES OF SPECIAL MEETING OF THE BOARD OF TRUSTEES

City Club, Boston, Mass.,Feb.10,1919.

---

The meeting convened at 12:15 P. M.with Vice-President Mr. Charles A. Gleason presiding.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Ellis, Gannon,Gerrett, Howe,Pollard, Preston, Wilfrid Wheeler, William Wheeler and Acting President Lewis.

The meeting was called on petition of Messrs. Howe, Bowditch, Ellis, Lewis, Bacon, Preston, Gerrett and William Wheeler for the consideration of certain important matters relating to the Extension Service.

Extension Service Matters

Director Hurd appeared and stated that he was considering a position with another organization, and discussed certain problems now confronting the Extension Service in this state.

At 1:15 P. M. the Trustees held executive session, and discussed the situation presented by Director Hurd; on motion of Mr. Bowditch, it was

VOTED: That the Board of Trustees hereby record their appreciation of the long and faithful service rendered by Prof. William D. Hurd to the College and express their hope that he will continue in his present office; and the Trustees further pledge themselves to continue their earnest support of the extension service, within such limits as the laws of the Commonwealth and the best judgment of the Board of Trustees may from time to time prescribe.

W. D. Hurd Appreciation of

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Extension Service Relationship with Board of Education.

VOTED: That Mr. Howe and Mr. Bowditch serve with the Acting President and Director Hurd as a committee to consider the question of relationships between the Extension work of the college and the State Board of Education.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

Stockbridge Hall Memorial Tablet

VOTED: That as soon as possible after the conclusion of the war there be placed in Stockbridge Hall a bronze tablet bearing the names of M.A.C. men who have died in the service of their country during the war.

Memorial Building

VOTED: That a special committee be appointed to consider the advisability of erecting a permanent memorial consisting of a building, preferably of a library, in honor of M.A.C. men who have died in service during the war.

VOTED: To be the sense of this Board that a contribution by the students for the memorial tablet above referred to would be appropriate and acceptable.

The Acting President discussed the desirability of petitioning the present Legislature for an appropriation for a library building, in addition to a women's dormitory, and it was

Library Building

VOTED: In view of the change in the war situation since the October, 1918 meeting of the Trustees and the acute labor situation owing to demobilization, be it resolved that the Governor of the Commonwealth be requested to consider the advisability of including in the supplemental budget a project for a new library building in addition to the women's building previously requested.

The meeting adjourned at 2:40 P. M.

Ralph W. J. Watts Secretary

Charles A. Gleason Chairman.

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE BOARD OF TRUSTEES

City Club, Boston, March 13, 1919

---

The meeting convened at 12:15 P. M. with Vice-President, Mr. Charles A. Gleason presiding.

PRESENT: Messrs. Gleason, Bowditch, Dewey, Ellis, Frost, Gannon, Howe, Richardson, Smith, Wilfrid Wheeler, and Acting President Lewis.

The special meeting was called on petition dated March 3, 1919, signed by Messrs. Ellis, Gleason and Gerrett.

Mr. Thomas W. White, State Supervisor of Administration, conferred with the Trustees, and discussed his proposed bill providing for the consolidation of the Massachusetts Agricultural College with the State Board of Education.

Consolidation M. A. C. - State Board of Education

In executive session, on recommendation of the Committee on Extension Service, it was

VOTED: To adopt the following regulations for the use of privately owned automobiles by the staff of the Massachusetts Agricultural College.

Automobiles Use of

1. That approval is given by the Trustees for the use of privately owned automobiles by the staff of the Massachusetts Agricultural College for official business, when it is clearly in the interests of the work, and economy for the institution to do this.

2. That proposed trips shall be previously requisitioned in the usual manner and through the usual channels.

3. That on approved trips a mileage rate of eight cents per mile, irrespective of the number of persons, for actual miles traveled on official work shall be allowed.

4. That night garage storage not to exceed $1.00 per night will be allowed.

Automobiles Use of

5. That when a proposed trip shall parallel a railroad or trolley line, only the regular railroad or trolley fare will be allowed.

6. That the institution will assume no liability for damages done to persons or property by privately owned machines.

7. That a rate of three cents per mile will be allowed when members of the staff of the college share the use of autos used by county agents or other state employees.

It was

Extension Service Funds

VOTED: To approve the revised budget, as presented, for the expenditure of Extension Service funds from March 1, 1919 to November 30, 1919.

Extension Specialist Dairying

VOTED: To appoint an Extension Specialist in Dairying at a salary of $2500. per year from May 1, 1919. Also to appoint a Specialist to take charge of Extension Schools, Exhibits, etc., at a salary of $2400. per year from May 1, 1919.

W. D. Hurd Resignation

VOTED: To accept the resignation of William D. Hurd as Director of the Extension Service, the same to take effect April 30, 1919.

J. D. Willard Acting Director

The Trustees considered the recommendation of the Committee on Extension Service that Mr. John D. Willard be appointed Acting Director of the Extension Service until the return of President Butterfield. It was

Director Extension Service Temporary Substitute

VOTED: To refer back to the Committee on Extension Service for further consideration the question of a temporary substitute in the position of Director of the Extension Service.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

Women's Building Location

VOTED: That the location of the proposed women's building be changed to the area south of the East Experiment Station and north of the Microbiology Building.

W.P.B.Lockwood Salary

VOTED: That the salary of Professor W.P.B. Lockwood be increased to $3600. per year from date of his return to the service of the college.

J. C. Graham Leave of Absence

VOTED: To grant Professor John C. Graham leave of absence without pay for one year from date of April 1, 1919.

Poultry Dept. Acting Head

VOTED: To leave to the Farm Committee with power the appointment of an Acting Head of the Department of Poultry Husbandry to serve during the absence of Professor Graham.

On motion of Mr. Bowditch, it was

Prof. McNutt Dr. Sprague Leave of Absence

VOTED: To allow leave of absence without pay to Professor J. C. McNutt and Professor Robert J. Sprague from March 7, 1919 until their return from overseas service with the Y.M.C.A.

The special committee appointed to confer with the Committee representing the State Department of Agriculture relative to the coordination of work between the college and the Department of Agriculture reported, and on motion of Mr. Ellis, it was

Coordination

Control Laws Transfer

VOTED: That the Trustees of the Massachusetts Agricultural College favor the principle of the transfer to the State Department of Agriculture of the administration of the Feed and Fertilizer Control Laws, subject to an agreement between the Department of Agriculture and the Massachusetts Agricultural College that the analytical work be retained at the college.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Cooperation with Dept. of Agriculture Disposition of Work

VOTED: To approve of the following disposition of certain existing pieces of work:

I. The college to take over the Farmers' Institutes.

II. The Department of Agriculture to take over all control work now carried on by the college.

III. All shows and exhibits at which prizes are offered to be under the auspices of the Department of Agriculture.

IV. The advertising of Massachusetts agriculture to be under the Department of Agriculture.

V. The question of publications to be subject to agreement.

VI. The question of the educational-administrative work of the Department of Agriculture to be left to Commissioner Wheeler and President Butterfield for further consideration and report.

Out-of-State Travel

VOTED: That in the absence of Mr. Gerrett, Mr. Ellis serve with Mr. Gleason and the Acting President in approving projects for out-of-state travel.

The Trustees discussed the question of the consolidation of this Board with other State Departments, and on motion of Mr. Ellis, it was

Consolidation

VOTED: That the Trustees hereby record themselves as favoring consolidation in the educational group rather than in the agricultural group.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

On motion of Mr. Howe, it was

VOTED: That the Committee on Legislation be requested to appear before the legislative committees having in charge the various bills providing for the consolidation of the Massachusetts Agricultural College with other departments and that the Committee on Legislation of the Board be instructed to urge the retention of the present number of fourteen appointed members of the Board and to favor, with certain modifications, the plan of consolidation proposed by Mr. Thomas W. White.

Consolidation

At 2:55 P. M. the Trustees adjourned subject to call of the Chairman of the Committee on Extension Service.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

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TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

Boston City Club, May 24, 1919.

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The meeting was called to order at 10:15 A.M. by Mr. Elmer D. Howe, serving as Chairman in the absence of Mr. Charles A. Gleason.

PRESENT: Messrs. Bowditch, Dewey, Ellis, Gannon, Gerrett, Howe, Pollard, William Wheeler, and Acting President Lewis.

On motion of Mr. Ellis, it was

VOTED: To accept the following resignations:

Resignations

Mr. Windom Allen, Asst. Chemist, Exp.Station, died in Service, Jan. 31, 1919.
Dr. Ernest Anderson, Professor of Chemistry, Dec.31, 1918.
Miss Stella A. Belcher, Asst. State Home Demonstration Leader in the Extension Service, May 15, 1919.
Miss Elsie Cooley, Clerk, Extension Service, Feb.15, 1919.
Mr. H. D. Drain, Instructor in Dairying, April 18, 1919.
Mr. H. R. Francis, Garden Supervisor, April 30, 1919.
Mrs. Nettie Gilmore, Clerk, Poultry Husbandry, April 21, 1919.
Mr. August G. Hecht, Asst. Professor of Floriculture, Feb. 11, 1919.
Miss Alice M. Howard, Clerk, Experiment Station, May 31, 1919.
Mr. Daniel J. Lewis, Assistant to the Director of Extension Service, Feb. 15, 1919.
Mr. Carleton D. Livermore, Chief Clerk, Ext. Service, April 26, 1919.
Miss Irene A. Martin, Stenographer, Treasurer's Office, March 6, 1919.
Mr. Benjamin G. Southwick, Ext. Professor of Farm Management Demonstrations, March 1, 1919.

VOTED: To approve the following new appointments:

Appointments

Miss Nellie V. Barkhouse, Clerk, President's Office, May 19, 1919, $960.
Mr. D. L. James, Ext.Specialist in Dairying, May 1, 1919, $2500.
Miss Margaret Leduc, Stenographer, Ext. Service, March 1, 1919, $720.
Miss Mildred Pierpont, Clerk, Short Courses, May 1, 1919, $900.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Appointments

Miss Laura Sabin, Stenographer, Dept. of Poultry Husbandry, March 7, 1919, $720.
Mr. Lawrence A. Wheaton, Chief Clerk, Ext. Service, April 10, 1919, $1500.
Mr. John D. Zink, Assistant to the Director of the Extension Service, May 1, 1919, $2000.

It was

VOTED: To approve the following adjustments among members of the staff:

Reinstatements
Extra Compensation
Transfers
Promotions

Reinstatement of Mr. Harold M. Gore, as Assistant Professor of Physical Education, February 1, 1919, at a salary of $1800.

Extra compensation to Miss Lorian P. Jefferson as Acting Head of the Department of Agricultural Economics, in the absence of Dr. Cance, at the rate of $25. per month from Feb. 1, 1919.

Extra compensation to Prof. Loyal F. Payne, as Acting Head of the Department of Poultry Husbandry in the absence of Prof. J. C. Graham at the rate of $25. per month from April 1, 1919.

Extra compensation to Prof. B.E. Pontius, as Acting Head of the Department of Animal Husbandry in the absence of Prof. J. C. McNutt, at the rate of $25. per month from March 7, 1919.

Extra compensation to Mr. R. W. Redman, as Acting Director of the Extension Service at the rate of $50. per month from May 1, 1919.

Extra compensation to Mr. John D. Willard for carrying on work of the Director of Extension Service, at the rate of $50. per month from May 1, 1919.

Transfer of Miss Cora B. Grover from the Extension Service to the Experiment Station, effective May 26,1919, at a salary of $1020.

Transfer of Miss Charlotte Erickson from Clerk in the Dean's Office to Clerk in the Treasurer's Office, effective February 1, 1919, salary $900.

Promotion of Miss Doris Tower from Stenographer to Clerk in the Department of Poultry Husbandry, at a salary of $840. from date of April 1, 1919.

Promotion of Miss Rebecca L. Mellor from Clerk to First Clerk in the Experiment Station, at a salary of $1080. from date of June 1, 1919.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To authorize the following changes in title:

| Name: | Department: | Present Rank: | Proposed Rank: |
|---|---|---|---|
| A.B.Beaumont, | Agronomy, | Associate Prof., | Professor |
| F.A.McLaughlin, | Botany, | Instructor, | Asst.Prof. |
| A.Itano, | Microbiology, | Asst.Prof. | Asso.Prof. |
| C.H.Patterson, | English, | Asst. Prof. | Professor. |
| A.A.Mackimmie, | French, | Asso. Prof. | Professor. |
| A. N. Julian, | German, | Instructor, | Asst. Prof. |

Changes in Title

It was

VOTED: To approve the following courses in the Department of Rural Home Life:

25.I.26.II. 27.III. Textiles and Clothing
50.I.51.II. 52.III. Foods and Cookery
75.I.76.II. Household Management
78.III. Home Nursing

Courses Dept. of Rural Home Life

(For details of these courses see Minutes of Course of Study and Faculty Meeting, May 23, 1919.)

It was

VOTED: That Richard L. Holden be appointed Instructor in Animal Husbandry at a salary of $1500. per year from July 1, 1919, same to be paid from Short Course funds.

R. L. Holden Appointment

It was

VOTED: That Ray L. Torrey be appointed Instructor in Botany at a salary of $1500. per year, to take effect September 1, 1919.

R.L. Torrey Appointment

On recommendation of the Extension Service Committee, it was

VOTED: That a leave of absence without pay be granted Ezra L. Morgan for one year from approximately July 1, 1919.

E.L.Morgan Leave of Absence

TRUSTEE

Extension Assistant in Marketing

VOTED: That an Extension Assistant in Marketing be engaged at a salary not to exceed $3000. per year, $2500. of which is to be paid by the U.S.D.A.

On recommendation of the Committee on Experiment Department, it was

Blood Tests of Poultry Additional Appropriation

VOTED: That the Acting President be authorized to endeavor to secure $2000. additional appropriation from the present legislature for the purpose of meeting the expense of carrying on the blood tests of poultry.

On recommendation of the Committee on Finance, it was

William Martin Title

VOTED: That the title of William Martin be that of Laboratory Assistant in the Department of Horticultural Manufactures, and that his salary be $900. per year from June 1, 1919.

On recommendation of the Committees on Course of Study and Faculty and Experiment Station, it was

Asst. Prof. Dept. of Agricultural Economics

VOTED: That there be established the position of Assistant Professor in the Department of Agricultural Economics with a salary of not to exceed $2100. per year, $1100. of which is to be paid from Experiment Station funds and $1000. from Short Course funds.

It was

VOTED: To make the following salary increases to become effective June 1, 1919, subject to approval by the Governor and Council:

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

SALARY INCREASES TO BECOME EFFECTIVE JUNE 1, 1919.

| Name: | Department: | Rank: | Present Salary: | Salary Effective June 1, 1919. |
|---|---|---|---|---|
| F. C. Kenney | | Treasurer | $4200. | $4500. |
| R.J.Watts | | Secretary | 2500. | 2750. |
| A.B.Beaumont | Agronomy | Professor | 2200. | 2500. |
| B.E.Pontius | Ani.Husbandry | Asso.Prof. | 2000. | 2100. |
| W.P.B.Lockwood | Dairying | Professor | 3000. | 3600. |
| O.A. Jamison | Dairying | Asso. Prof. | 2400. | 2500. |
| L.F.Payne | Poultry Husb. | Asso. Prof. | 2300. | 2400. |
| L. Banta | Poultry Husb. | Instructor | 1600. | 1700. |
| C. I. Gunness | Rural Engin'g | Professor | 2750. | 3000. |
| G. F. Pushee | Rural Engin'g | Shop Asst. | 1400. | 1500. |
| A. K. Harrison | Landscape Gard. | Asst.Prof. | 2250. | 2400. |
| F. C. Sears | Pomology | Professor | 3150. | 3400. |
| W. W. Chenoweth | Hort. Manuf. | Professor | 2625. | 2750. |
| C. H. Thompson | Horticulture | Asst.Prof. | 2200. | 2300. |
| A. L. Dacy | Market Gard. | Asso. Prof. | 2500. | 2600. |
| C. S. Hicks | Physical Ed. | Professor | 3000. | 3100. |
| H. M. Gore | Physical Ed. | Asst. Prof. | 1800. | 1900. |
| W. S. Regan | Entomology | Asso.Prof. | 2000. | 2100. |
| C. E. Gordon | Zoo. & Geol. | Professor | 2600. | 2700. |
| A. V. Osmun | Botany | Professor | 2750. | 2850. |
| P. J. Anderson | Botany | Asso.Prof. | 2300. | 2400. |
| O. L. Clark | Botany | Asst. Prof. | 2000. | 2100. |
| F.A.McLaughlin | Botany | Asst. Prof. | 1650. | 1750. |
| J.S.Chamberlain | Chemistry | Professor | 2700. | 2750. |
| C. A. Peters | Chemistry | Professor | 2700. | 2750. |
| F. C. Moore | Mathematics | Asst.Prof. | 1800. | 1900. |
| B. A. Hazeltine | Mathematics | Instructor | 1100. | 1200. |
| C.E. Marshall | Microbiology & Graduate School | Professor | 4400. | 4500. |
| A. Itano | Microbiology | Asso.Prof. | 1800. | 2000. |
| H.E.Robbins | Physics | Asso.Prof. | 2100. | 2500. |
| J B.Paige | Vet.Science | Professor | 2600. | 2700.# |
| A. N. Julian | German | Asst. Prof. | 1850. | 2100. |
| J.F. Novitski | Rural Soc. | Assistant | 1200. | 1300. |
| W. R. Hart | Agric. Ed. | Professor | 2600. | 2700. |
| D. W. Sawtelle | Agric. Econ. | Instructor | 1800. | 1900. |
| L. P. Jefferson | Rur.Soc.Scien. | Asst. Prof. | 1900. | 2000. |
| C. R. Green | Librarian | | 2500. | 2750. |

Salary Increases

#Increase by the Trustees.

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name: | Department: | Rank: | Present Salary | Salary Effective June 1, 1919: |
|---|---|---|---|---|
| | **Operating & Maintenance** | | | |
| T.F.Butterworth | Oper. & Main. | Engineer | $2000. | $2250. |
| C. A. Jewett | Oper. & Main. | Supt. of Bldgs. | 1750. | 1900. |
| L. S. Dickinson | Oper. & Main | Supt.Gnds. | 1750. | 2000. |
| J. Whiting | Floriculture | Foreman | 1500. | 1600. |
| | **Experiment Station** | | | |
| J. R. Alcock | Lab. Assistant | | 1060. | 1140. |
| H. D. Allen | Lab. Assistant | | 990. | 1080. |
| A. S. Ball | Lab. Assistant | | 960. | 1020. |
| C. L. Beals | Asst. Chemist | | 1700. | 1800. |
| A. I. Bourne | Asst. Entomologist | | 1520. | 1700. |
| G. H. Chapman | Pathologist | | 2310. | 2500. |
| R. L. Coffin | Assistant | | 1080. | 1140. |
| H. J. Franklin | Cranberry Station | | 2200. | 2400. |
| E. F. Gaskill | Asst. Agriculturist | | 2000. | 2100. |
| H. D. Haskins | Chemist, in charge of Fertilizer Division | | 2500. | 2750. |
| E. B. Holland | Asso. Chemist in charge of Research Division | | 2500. | 2750. |
| J. T. Howard | Collector | | 1300. | 1400. |
| C. P. Jones | Assistant Chemist | | 1700. | 1800. |
| W. S. Krout | Pathologist | | 1900. | 2000. |
| J. B. Lindsey | Chemist | | 3000. | 3500. |
| Mixer,E.S.(Miss) | Assistant Chemist | | 960. | 1260. |
| J.K.Shaw | Pomologist | | 2400. | 2500. |
| P. H. Smith | In charge of Feed and Dairy Division | | 2500. | 2600. |
| J. B. Smith | Assistant Chemist | | 960. | 1500. |
| L. S. Walker | Assistant Chemist | | 1900. | 2000. |
| | **Extension Service** | | | |
| Miss L. Gifford | Asst. Leader of Rural Home Economics | | 1900. | 2100. |
| Mrs. R.S.Reed | Asst.Leader D.Agt. Home Economics | | 1800. | 2000. |
| G. L. Farley | Supervisor,Junior Ext. Work | | 3500. | 3700. |
| W.F.Howe | Asst.Supervisor" " | | 2500. | 2700. |
| Miss H.Norris | Asst.,Junior Ext.Work in Agric. Education | | 1500. | 1700. |
| W.H.Bronson | Ext.Asst.Prof. of Farm Mgt. Demonstrations | | 2000. | 2500. |
| J. D. Willard | State Leader,Prof. of Agric. Economics | | 2500.# | 3600.% |
| R.B.Cooley | Ext.Instructor in An.Husb. | | 2000. | 2500. |
| W.C.Monahan | Ext.Instructor in Poul. " | | 2000. | 2500. |
| Earl Jones | Ext. Asso.Prof. of Agron. | | 2400. | 2750. |
| H.E.Haslett | Ext.Specialist in Sheep Husb. | | 1680. | 1880. |
| R. VanMeter | Ext.Instructor in Pomology | | 1500. | 2000. |

# for part time; % for full time.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

| Name: | Department: | Rank: | Present Salary: | Salary to be Effective June 1,1919: |
|---|---|---|---|---|
| | Clerks: | | | |
| Miss E.F.Bishop | Treasurer's Office | Bookkeeper | $1020. | $1080. |
| J. K. Broadfoot | Treasurer's Office | Cashier | 1600. | 1800. |
| Miss R. Brooks | Treasurer's Office | Clerk | 720. | 780. |
| Miss L.V.Chapman | Library | Assistant | 960. | 1020. |
| Miss C. I. Clark | Ext. Service | Clerk | 780. | 840. |
| Miss Lois Clark | Library | Assistant | 900. | 960. |
| Miss Ruth Clow | President's Office | Clerk | 900. | 960. |
| Miss L. M. Damon | Library | Cataloguer | 1140. | 1200. |
| Miss V. Damon | Floriculture | Clerk | 720. | 780. |
| Miss E. Davidson | Agriculture | Tel.Operator | 660. | 720. |
| Miss L. J. Delano | Library | Assistant | 900. | 960. |
| Miss N. Duval | Power Plant | Clerk | 780. | 840. |
| Miss L. M. Fisher | Chemistry | Clerk | 900. | 960. |
| Miss M.T. Gaskell | Registrar's Office | Clerk | 840. | 900. |
| Miss L. W. Hagar | Rural Soc.Science | Clerk | 900. | 960. |
| Miss A. Hamilton | Agri.Education | Stenographer | 720. | 780. |
| Miss M. G. Hanifin | Division of Agri. | Clerk | 840. | 900. |
| Miss C.Harrington | Div.Rural Soc.Sci. | Stenographer | 720. | 780. |
| Miss E. L. Kennedy | Ext. Service | Clerk | 840. | 900. |
| Miss E.M.Kiley | Dept. Entomology | Clerk | 780. | 840. |
| Miss H. A. Martin | Treasurer's Office | Clerk | 780. | 840. |
| Miss R. L. Mellor | Experiment Station | First Clerk | 960. | 1080. |
| Miss G. I. Miner | Ext. Service | Clerk | 840. | 900. |
| Miss H.E.Phillips | Ext. Service | Clerk | 780. | 840. |
| Miss F. Powers | Dept. Dairying | Stenographer | 780. | 840. |
| Miss E. Robinson | President's Office | Clerk | 720. | 780. |
| Miss R. Sanborn | Dept.Poultry Husb. | Clerk | 780. | 840. |
| Miss E. Strachan | Treasurer's Office | Clerk | 900. | 1020. |
| Miss E. Streeter | Div. of Hort. | Clerk | 840. | 900. |
| Miss M. Sullivan | Div. of Agri. | Clerk | 780. | 840. |
| Miss C. Swift | Ext. Service | Stenographer | 720. | 780. |
| Miss A.B.Surprenant | Ext.Service | Clerk | 780. | 840. |
| Miss M.L. Warner | Div. of Agri. | First Clerk | 900. | 960. |

On motion of Mr. Ellis, it was

VOTED: To allow Professor J.C.Graham, compensation of $50. per month during his absence for bi-monthly visits to Amherst, Professor Graham to pay the traveling expenses incurred on these visits.

J.C.Graham Compensation Visits to Amherst

It was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Ford Car for Farm

VOTED: To purchase a Ford car for use at the College Farm.

The meeting adjourned at 11:35 a. m.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

MINUTES OF THE SEMI-ANNUAL MEETING OF THE BOARD OF TRUSTEES

President's Office, M.A.C., June 23, 1919.

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The following call for the meeting was mailed to each Trustee:

Amherst, Mass., June 12, 1919.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE:

Gentlemen:

The semi-annual meeting of the Trustees of the Massachusetts Agricultural College will be held at the President's Office, Amherst, at 1:00 P. M., June 23, 1919.

Call for the Meeting

Yours respectfully,

Ralph J. Watts,

Secretary.

Pursuant to the above call, the Trustees met at 1:30 P. M. with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Frost, Gannon, President Butterfield, and Acting President Lewis. Mr. Kenney was also present.

The Acting President presented the names of the candidates for degrees and on motion of Mr. Ellis, it was

VOTED: To confer the degree of Bachelor of Science, Honoris Causa, on the following named men, formerly candidates for degrees at the College, who had died in the war:

Degrees Candidates

TRUSTEE

Amos Francis Hamburger, Class of 1908
Alton Palmer Wood, Class of 1911
Robert Baker Hutchinson, Class of 1913
Robert Henri Chapon, Class of 1914
Samuel Koplovitz, Class of 1915
Raymond Chamberlin, Class of 1916
Alfred Austin Farwell, Class of 1917
Warren Timothy Harris, Class of 1917
Hamilton Knight Foster, Class of 1918
Robert Patterson Irvine, Class of 1918
Forrest Dean Jones, Class of 1918
Arthur Victor Petit, Class of 1918
Brooks Woodworth, Class of 1918
John Edward Callanan, Class of 1919
Edwin Prince Cooley, Class of 1919
Elston Almond Day, Class of 1919
Thomas Whitty Desmond, Class of 1919
John Raymond Moore, Class of 1919
Ernest Francis Sexton, Class of 1919
Wilfrid Livingstone Woodside, Class of 1919
Lawrence Washburn Gay, Class of 1920
Ivan Andrew Roberts, Class of 1920
Warren Sidney Hathaway, Class of 1921
Ralph Roby MacCormack, Class of 1921
Trueman Eugene Kile, Class of 1921.

Degrees Candidates

On motion of Mr. Bowditch, it was

VOTED: To confer the degree of Bachelor of Science on the following members of the Class of 1919, provided their accounts with the Treasurer are settled:

Quincy Austin Bagg
Carlton Douglas Blanchard
Herbert Richard Bond
Arthur Newton Bowen
Sylvia Bowen Brigham
Henry John Burt
Vincent DePaul Callanan
Hall Bryant Carpenter
Olive Evangeline Carroll
Arthur Lincoln Chandler
Robert Dudley Chisholm
Robert Burleigh Collins
Alfred Francis Cosby
Albert Noah Davis
Victor Abel Dickinson
Bena Gertrude Erhard
George Edwin Erickson
Gunnar Emmanuel Erickson
Myrton Files Evans
Edward Stuart Faber
Ambrose Clement Faneuf
Paul Faxon
Samuel Boynton Ferriss
Wilbert Daniel Field
Verne Allen Fogg
Willard Kyte French
Earl Augustus Garde
Mary Ellen Monica Garvey
Thomas Jefferson Gasser
Emil Frederick Guba
Forrest Sansbury Hance
Ethel Lovett Harris
Richard Raymond Hartwell
Louis Pease Hastings
Benjamin Earl Hodgson
Ralph Thomas Howe
Douglas Henderson Huntoon
Charles Henry Jewell
Sidney Clarence Johnson
Priscilla Knowlton
Anna Liebman
William Mather

TRUSTEE

Charles Gordon Mattoon
Arthur Martin McCarthy
William Henry McKee
Robert Warren Parke
Raymond Thurston Parkhurst
Lawrence Henry Patch
George Newberry Peck
Henry Byron Peirson
Clarence Ritchie Phipps
Marion Gertrude Pulley
Julian Stuart Rea
Oliver Cousens Roberts
Helen Aramintha Sibley
Wendell Frederick Smith
Irving Boynton Stafford
Chester Dillingham Stevens
Ervin Sidney Stockwell, Jr.
Edward Strack
Ralph Sutherland
William Joseph Sweeney
Frank DesAutel Thomas
Wells Nash Thompson
John Vickers
Marion Nichols Wells
Edward Asa White
Raymond Royce Willoughby
Oliver Wiswall Wood
Chester Smith Woodard

John Yesair

On motion of Mr. Bowditch, it was

VOTED: To confer the degree of Master of Science on Linus Hale Jones and that on account of illness of Mr. Jones, the degree be conferred in private.

Women's Building Location

The Trustees received from the Committee on Buildings and Grounds the recommendation that the Women's Building be located south of the East Experiment Station and north of the Microbiology Building. In view of President Butterfield's special interest in the location of this building, it was

VOTED: To leave to the Building Committee with power the location of the Women's Building.

Engineering Problem

The Trustees received from the Committee on Buildings and Grounds the recommendation that the Treasurer and Architect be instructed to make a study of the most economical method of heating the college buildings, and the Treasurer presented a proposition from French & Hubbard, Engineers, for this service; it was

VOTED: That the Treasurer be authorized to make arrangements with French & Hubbard for certain engineering service in connection with the study of the engineering problem of the college, the expense on this account not to exceed $1000.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Special Appropriations Improvements Equipment

On motion of Mr. Bowditch, it was

VOTED: To approve the schedule as presented by the Treasurer for the distribution of the special appropriation of $20,000 granted by the Legislature of 1919 for improvements and equipment.

It was

Memorial Building

VOTED: To authorize the Committee on Buildings and Grounds in consultation with an appropriate Committee from the Alumni to confer with the proper state officials on the question of the location and maintenance of the proposed soldier memorial building to be provided by the Alumni of the college.

On motion of Mr. Bowditch, it was

Library Bldg. Chemistry Bldg.

VOTED: To refer to the Committee on Buildings and Grounds and the President with power, the decision as to whether the Legislature of 1920 should be requested to appropriate funds for a library building or for a chemistry building.

On motion of Mr. Bowditch, it was

Memorial Bldg.

VOTED: That Mr. Gleason be authorized to prepare a statement on behalf of the Trustees expressing the appreciation of the Trustees of the proposed gift by the Alumni of a soldier memorial building designed to serve as a student union.

On motion of Mr. Frost, it was

History of the College

VOTED: To defer until the October meeting further consideration of the preparation of the proposed history of the college to be prepared by Dr. Charles S. Walker.

On motion of Mr. Bowditch, it was

James H. Ritchie Architect

VOTED: That Mr. James H. Ritchie be employed as the Architect for the Women's Building.

Out-of-State Travel

VOTED: That the present policy relative to Trustees approval of out-of-state travel be continued until such time as a more thorough study of the principles and practices involved may be made.

On motion of Mr. Ellis, it was

VOTED: To refer to the Committee on Course of Study and Faculty with power the vote of the Faculty that a Major in Veterinary Science be established.

Major Veterinary Science

On motion of Mr. Gannon, it was

VOTED: To refer to Mr. Gleason and Treasurer Kenney with power the adjustment of the date of reinstatement, after their leave of absence, of President Butterfield and Professors Cance, Sprague and McNutt.

President Butterfield Professors Cance, Sprague, McNutt Reinstatement

On motion of Mr. Frost, it was

VOTED: To approve the action of the Treasurer in paying from the income of the Sessions Fund certain expenses incurred in connection with the Alumni Memorial Dinner held in Boston, May 23, 1919.

Alumni Memorial Dinner Sessions Fund

It was

VOTED: To refer to the Committee on Finance with power the question of allowing compensation to members of the Auditing Committee.

Auditing Committee Compensation

On motion of Mr. Ellis, it was

VOTED: To refer to the appropriate committees of the Trustees with power the following matters:

A. Increase in salary of Mr. V. A. Rice to $1900 a year.

V.A.Rice Salary

B. Payment from State funds of Mr. A. L. Dean from July 1, to Nov. 30, 1919.

A.L.Dean State Funds

C. The employment of Mrs. Ruth S. Reed at a salary of $2200. per year, thus making permanent a position formerly carried on U.S.D.A. emergency funds.

Mrs.Ruth S.Reed Salary

At 3:50 p. m. the Trustees adjourned to participate in the ceremony of accepting a steel flag staff presented to the college by Mr. Arthur G.Pollard.

Steel Flag Staff

TRUSTEE

Mr. Gleason, on behalf of Mr. Pollard, presented the flag staff and Acting President Lewis accepted it. The business session was resumed at 4:15 p. m.

On motion of Mr. Bowditch, it was

C. H. Abbott Appointment

VOTED: To appoint Mr. Charles H.Abbott to the position of instructor in Zoology at a salary of $1500. per year for one year beginning September 1, 1919.

Fred E. Wheeler Appointment

The Trustees considered the recommendation of the Department of Dairying for the employment of Mr. Fred E. Wheeler as Instructor in Dairying at a salary of $1500. per year with the privilege of devoting part time to graduate work.

On motion of Mr. Frost, it was

VOTED: To refer to the Committee on Course of Study and Faculty with power the question of employing an instructor in Dairying.

On motion of Mr. Bowditch, it was

Sumner A. Dole Appointment

VOTED: To appoint Mr. Sumner A. Dole to the position of instructor in Pomology, for one year, beginning approximately October 1, 1919, at a salary of $2000. per year, same to be paid from Short Course funds. *

On motion of Mr. Bowditch, it was

Maximum Salary Instructor in Physics

VOTED: To authorize the payment of a maximum salary of $1800. for the position of Instructor in Physics.

On motion of Mr. Bowditch, it was

Laurence H. Parker Employment

VOTED: To refer to the Committee on Course of Study and Faculty and the President with power the consideration of the employment of Mr. Laurence H. Parker.

On motion of Mr. Bowditch, it was

Max. Salaries Director of Extension Serv. & Experiment Station

VOTED: To establish a maximum salary of $5000. for the positions of Director of Extension Service and Director of the Experiment

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Station.

The meeting adjourned at 5:10 p. m.

Ralph J. Watts, Secretary

Charles A. Gleason Chairman

*Mr. Dole did not accept the appointment.

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TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE BOARD OF TRUSTEES

President's Office, Amherst, August 2, 1919

---

The following call for the meeting was mailed to each Trustee:

Amherst, Mass., July 26, 1919.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE:

Gentlemen:

At the request of the Committee on Buildings and Arrangement of Grounds, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the President's Office, Amherst, Saturday, August 2, 1919, at 9:00 A. M.

Call for the Meeting

The purpose of this meeting will be to consider the location of the proposed Women's Building, the Building Committee at a meeting held July 26th, being unable to reach an agreement on this question.

Yours respectfully,

Ralph J. Watts,

Secretary.

Pursuant to the above call, the Trustees met at 9:45 A. M. with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Ellis, Frost, Gerrett, Pollard, William Wheeler and President Butterfield. Mr. Kenney and Dean Lewis were also present.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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It was

VOTED: To approve the minutes of the meetings of May 24, 1919, and June 23, 1919, without reading.

Miss Skinner appeared before the Board and expressed her views relative to the location of the Women's Dormitory.

On motion of Mr. Ellis, it was

VOTED: To inspect the various sites proposed for the Women's Dormitory.

Executive session was resumed at 1:40 P. M. at the President's Office, at which time Mr. Ritchie presented revised estimates for the construction of the Women's Dormitory on each of the three sites proposed, vis: north of the West Experiment Station, south of the East Experiment Station, and south of the President's House. After discussion and on motion of Mr. Gerrett it was

Women's Building

VOTED: To reaffirm the action of the Trustees of March 13, 1919, whereby the Women's Dormitory was located in the area south of the East Experiment Station and north of the Microbiology Building.

At his request, Mr. William Wheeler is hereby recorded as voting in the negative on the above motion.

Meeting adjourned at 3:15 p. m.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

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TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE BOARD OF TRUSTEES

Boston City Club, October 11, 1919

---

The meeting was called to order at 10:10 A.M., by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Dewey, Ellis, Gannon, Gerrett, Pollard, Preston, Richardson, William Wheeler, and President Butterfield.

The following call for the meeting was read:

Amherst, Mass., Sept. 27, 1919.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE:

Gentlemen:

Call for the Meeting

On the written request of three or more members, a special meeting of the Trustees of the Massachusetts Agricultural College, is hereby called to convene at the Boston City Club, Saturday, October 11, 1919, at 10:00 A. M.

The purpose of this meeting will be to consider financial estimates for the next fiscal year and to transact such other business as may properly come before the meeting.

Yours sincerely,

Ralph J. Watts,

Secretary.

On motion it was

Approval Minutes

VOTED: To approve, without reading, the minutes of the meeting of August 2, 1919.

VOTED: On motion of Mr. Bowditch, it was voted to accept the following resignations:

Wesley H. Bronson, Extension Professor of Farm Management Demonstrations, Sept. 30,1919.
Cassie L. Clark, Clerk, Extension Service, Sept.3,1919
Lois Clark,Clerk, Library, August 31, 1919
Ruth Clow, Clerk, President's Office, August 21, 1919
Lillian Gelinas, Clerk, President's Office, Oct. 1,1919
Mary G. Hanifin, Clerk, Division of Agriculture, Sept. 30, 1919
B. A. Hazeltine, Instructor in Mathematics, July 15,1919
O. A. Jamison, Associate Professor of Dairying, Oct. 6, 1919
Ethel L. Kennedy, Clerk, Extension Service, Sept.3,1919
John B. Lentz, Assistant in Veterinary Science, Experiment Station, August 31, 1919
Esther Mixer, Assistant Chemist, Experiment Station, Sept. 26, 1919
Hazel Parker, Clerk, Treasurer's Office, Sept. 5, 1919
Harold B. Pierce, Assistant Chemist, Experiment Station, Oct. 15, 1919
B. E. Pontius, Associate Professor of Animal Husbandry, Sept. 20, 1919
J. K. Shaw, Research Pomologist, Experiment Station, Oct. 31, 1919
F.A.C. Smith, Extension Assistant Professor of Landscape Gardening (Did not return from War service)
John B. Smith, Assistant Chemist, Experiment Station, Aug. 15, 1919
L. A. Wheaton, Chief Clerk, Extension Service, Sept. 30, 1919.
Mrs. M. H. Wheeler, Curator, Department of Botany, Sept. 30, 1919

Resignations

VOTED: To approve the following new appointments:

L. W. Barnes, Extension Assistant Professor of Agricultural Education, $200 per month, Sept. 1, 1919-Dec. 31, 1919
Mary Broadfoot, Clerk, Treasurer's Office, $720, Aug. 1, 1919
Henry J. Burt, Assistant in Physics, $60 per month, Sept. 1, 1919-June 30, 1920
Arthur M. Clarke, Assistant Chemist, Experiment Station, $1200, Sept. 1, 1919
Grace Colburn, Clerk, Treasurer's Office, $960, July 1, 1919
A. Lawrence Dean, Instructor in Poultry Husbandry, (Short Courses) $1800, Sept. 11, 1919
Lottie Fosdick, Library Assistant, $900, Sept.8,1919
Charles H. Gould, Instructor in Pomology,(Short Courses) $2000, Sept. 29, 1919

Appointments

TRUSTEE

Emory Grayson, Instructor in Physical Education, (Short Courses) $120 per month, Sept. 1, 1919-June 30, 1920
Mrs. C. S. Hicks, Physical Director, $60 per month, Oct. 1, 1919-June 30, 1920
T. G. Hull, Assistant in Veterinary Science, Experiment Station, $200 per month, Sept. 16, 1919-Dec. 31, 1919
Margaret G. Ickis, Curator, Department of Botany, Experiment Station, $1200, Oct. 3, 1919
Honoria Lee, Clerk, Division of Horticulture, $720, Sept. 1, 1919
Arthur M. McCarthy, Assistant in Physical Education, $90 per month, Sept. 1, 1919-June 30, 1920
John Newlon, Instructor in Rural Engineering, (Short Courses) $1200, Sept. 15, 1919
Earl H. Nodine, Extension Instructor in charge of Poultry Club work, $1500, Sept. 11, 1919-Dec. 31, 1919
Rachel Packard, Clerk, President's Office, $960, Sept. 1, 1919
Laurence H. Parker, Instructor in Mathematics and Student Adviser, $2400, Sept. 1, 1919-Aug. 31, 1920

Appointments

Jessie M. Prince, Clerk, Extension Service, $1020, July 1, 1919
V. A. Rice, Assistant Professor of Animal Husbandry, $2100, October 21, 1919
Marjorie Silcox, Clerk, President's Office, $960, Sept. 29, 1919
Leland Spencer, Instructor in Farm Management, $170 per month, Sept. 22, 1919-Dec. 31, 1919
James L. Strahan, Assistant Professor of Rural Engineering, (Short Courses) $2300, Sept. 15, 1919
Charles H. Thayer, Instructor in Agronomy, (Short Courses) $1700, Sept. 15, 1919
Clark L. Thayer, Associate Professor of Floriculture and Head of Department, $2000, Oct. 1, 1919
Gilbert S. Watts, Instructor and Foreman, Vegetable Gardening, $2000, July 15, 1919-July 14, 1920
W. S. Welles, Professor of Agricultural Education, $3300, Sept. 1, 1919
F. E. Wheeler, Instructor in Dairying, $1500, Sept. 1, 1919

VOTED: To approve the following reinstatements:

L. L. Derby, Assistant in Department of Physical Education, Sept. 1, 1919
George E. Gage, Associate Professor of Animal Pathology, Sept. 4, 1919

Reinstatements

E. G. Hood, Instructor in Microbiology, Sept. 9, 1919
W.P.B. Lockwood, Professor of Dairying, Sept. 1, 1919
F. P. Rand, Instructor in English, July 12, 1919
R. A. Van Meter, Extension Instructor in Pomology, August 1, 1919
Frank A. Waugh, Professor of Landscape Gardening, Sept. 1, 1919

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To approve the action of the President in increasing the following salaries:

Charlotte E. Erickson, increase from $900 to $960
Margaret LeDuc, increase from $720 to $900
Edith Robinson, increase from $780 to $900.

Salary Increases

VOTED: To authorize the following out-of-State travel, subject to the approval of the Governor:

Out-of-State Travel

To the Association of American Agricultural Colleges and Experiment Stations, Chicago, November, 1919.
Trustee representative,
President Kenyon L. Butterfield,
Acting Director F. W. Morse,
Acting Director R. W. Redman,
Mr. John D. Willard
To the Association for the Advancement of Agricultural Teacher Training, Chicago, November, 1919.
Prof. W. S. Welles,
To the American Farm Economic Association, Chicago, November, 1919.
Dr. A. E. Cance
To the Association of Official Agricultural Chemists, Washington, D. C., November, 1919.
Mr. P. H. Smith,
Mr. H. D. Haskins.

On recommendation of the President, it was

VOTED: That the position of Assistant Professor of Horticulture formerly held by John T. Wheeler, be abolished.

Position Asst. Prof. Horticulture be abolished.

On motion of Mr. Wheeler, it was

VOTED: To ratify the action of the Committee on Buildings and Grounds in locating the Women's Dormitory north of the West Experiment Station.

Women's Building

VOTED: That Mr. William Wheeler represent the Trustees at the meeting of the Association of American Agricultural Colleges and Experiment Stations to be held in Chicago in November, 1919.

Wm. Wheeler Meeting A.A.A. C. & E. S.

A motion to rescond the vote of the Trustees of October 21, 1912, prohibiting the sale of tobacco on the college grounds was lost.

Sale of Tobacco on College Grounds

On motion of Mr. Wheeler, it was

History of the College

VOTED: That an item of $5000 be included in the budget for 1920, for writing and printing the history of the college.

On motion of Mr. Ellis, it was

L.S.Dickinson Leave of Absence

VOTED: That Mr. Lawrence S. Dickinson be granted a leave of absence without pay for approximately one year from November 1, 1919.

On motion of Mr. Preston, it was

Supt. of Grounds Lawns and Drives

VOTED: That the lawns and drives of the Experiment Station be put in charge of the Superintendent of Grounds and that the cost of maintenance be included in his budget. The lawns and drives to include those around the East Station, West Station, farm house, P. & A. Chemistry barn, and the grass roads around the fertilizer plots.

W.W.Chenoweth Station staff

VOTED: That Prof. W. W. Chenoweth be made a member of the Station staff in the Department of Horticulture in charge of Horticultural Manufactures without salary from Station funds.

On motion of Mr. Gerrett, it was

Milk Purchase of

VOTED: To be the opinion of the Trustees that no department of the college should purchase milk at less than the ruling market price.

Cooperation College Farm Bureaus

By request, Messrs. E. F. Richardson, George E.F. Story, F. D. Griggs, and R. W. Redman, representing the Massachusetts County Farm Bureaus, appeared before the Trustees and discussed plans for closer cooperation between the college and the farm bureaus and for additional financial state assistance through the college for farm bureau work.

Wm. Wheeler Declined Appointment as Delegate

Mr. William Wheeler, on account of business pressure, declined the appointment as a delegate to the meeting of the Association of American Agricultural Colleges and Experiment Stations, and it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: That Mr. C. D. Richardson represent the college at this meeting.

C.D.Richardson Meeting A.A.A. C. & E.S.

VOTED: That in case Mr. Richardson cannot attend the meeting above referred to, the selection of the Trustee representative be left to the President.

The Trustees considered memoranda submitted by the President relative to standardization of salaries and salary increases for 1920-21, and on motion of Mr. Bowditch it was

Salaries Standardization

VOTED: To approve the salary range as follows:

| | |
|---|---|
| Officers of general administration | $4000-$7500 |
| Chairmen of Divisions | 960 + salary as Head of Department |
| Heads of Departments | 3600-4800 |
| Professors, not Heads of Departments | 3000-4080 |
| Assistant Professors | 2040-2880 |
| Instructors | 1560 (1320) - $1920 |
| Graduate Assistants | Pro rata $120 per month, not to exceed 11 months in a year. |
| Chief Clerks | $1200-$1560 |
| Clerks | 840-1200 |

On motion of Mr. Ellis, it was

VOTED: That in view of the complexity of the salary increases proposed by the President, and the lack of opportunity for the Trustees to consider details pertaining thereto, the schedule be referred to a sub-committee consisting of the chairmen of the Committees on Finance, Course of Study and Faculty, Experiment Station, and Extension Service, in conference with the President, and that this sub-committee be authorized to determine the increases which shall be incorporated in the legislative budget for 1920.

Salary Increases

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On motion of Mr. Bowdtich, it was

New Positions Consideration of

VOTED: That the consideration of new positions requested for 1920 be referred to the sub-committee referred to in the preceding vote.

The Trustees considered projects for special appropriations for 1920, and the following items were approved:

Special Appropriations

| | |
|---|---|
| Library building and equipment | $425,000. |
| Chemistry laboratory | 600,000. |
| Miscellaneous Improvements and Equipment | 120,000. |
| House for Farm Help | 5,000. |
| Extension of Rural Engineering Shops | 25,000. |
| Improvements at Power and Heating Plant | 80,000. |
| Stable for Cavalry Unit | 15,000. |
| | $1,270,000. |

On motion of Mr. Dewey, it was

Chemistry Building

VOTED: To refer to the Committee on Buildings and Grounds, the consideration of the location of the Chemistry Building.

The Trustees considered the budget for current expenses for 1920, and on motion of Mr. Wheeler, it was

Budget for Current Expenses

VOTED: That the following gross appropriations be asked from the State for 1920, subject to such modifications as may be involved by the action of the sub-committee appointed to consider salary increases and new positions for 1920:

| | |
|---|---|
| College | $551,600. |
| Experiment Station | 90,339. |
| Extension Service | 191,780. |
| Short Courses | 43,990. |
| Control Work | 23,050. |
| | $900,759. |

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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At 3:15 P. M., it was

VOTED: To adjourn until 1 P. M., Tuesday, October 28, 1919, at the Boston City Club.

Ralph J. Watts, Secretary

Charles A. Gleason Chairman

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TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE BOARD OF TRUSTEES

(ADJOURNED FROM OCTOBER 11, 1919)

Boston City Club, Oct. 28, 1919

---

The Trustees met at 1 P. M., with the Chairman, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Bacon, Bowditch, Dewey, Ellis, Frost, Gannon, Gerrett, Gleason, Howe, Pollard, Preston, Richardson, Wilfrid Wheeler, William Wheeler, Dr. Payson Smith and President Butterfield.

The following call for the meeting was sent:

Amherst, Mass., Oct. 20, 1919.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE:

Gentlemen:

Call for the Meeting

In accordance with the vote of the Trustees of October 11, 1919, there will be an adjourned meeting of the Trustees of the Massachusetts Agricultural College at the Boston City Club at 1:00 p. m., Tuesday, October 28, 1919.

Yours respectfully,

Ralph J. Watts,

Secretary.

Consolidation M. A. C. State Dept. of Education

Dr. Smith discussed briefly his conception of the relationships of the Trustees of the Massachusetts Agricultural College to the State Department of Education as created by the Consolidation Act of 1919.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On recommendation of the Committee on Buildings and Grounds, it was

VOTED: That owing to the improbability of the State making extensive appropriations for new buildings in 1920, Mr. Ritchie be authorized to proceed with preliminary plans for the Chemistry Building up to the point where further study is dependent upon the decision as to its location.

Chemistry Building

On motion of Dr. Dewey, it was

VOTED: That the details of the plan for the standardization of salaries as affecting the Massachusetts Agricultural College be referred to the Chairmen of the Committees on Finance, Farm, Course of Study and Faculty, Extension Service, and Experiment Station in consultation with the President.

Salaries Standardization

On motion of Mr. Bowditch, it was

VOTED: That the position of instructor in farm management formerly occupied by Mr. Walter M. Peacock be declared vacant.

Position Instructor Farm Management - Vacant

On motion of Mr. Howe, it was

VOTED: To appoint Mr. Max F. Abell as Assistant Professor of Farm Management, to take effect January 1, 1920, at a salary of $2500 per year, $1000 to be paid from Short Course funds and $1500 from Instruction funds.

Max F. Abell Appointment

On motion of Mr. Howe, it was

VOTED: That Mr. George H. Chapman of the Department of Botany of the Experiment Station be granted a leave of absence without pay for ten weeks from January 1, 1920, in order to enable him to conduct special investigations in Porto Rico, relative to the curing and fermentation of tobacco.

G.H.Chapman Leave of Absence

It was

VOTED: That Professor J. C. McNutt be authorized to attend at college expense the International Live Stock Show to be held in Chicago in December, 1919.

Prof. McNutt Travel Expense

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On motion of Mr. Howe, it was

N.V.Barkhouse Transfer

VOTED: To approve the transfer of Miss Nellie V. Barkhouse from the position of clerk in the President's Office to the newly created position of clerk in the Department of Rural Home Life.

On Motion of Mr. Howe, it was

H. F. Judkins Appointment

VOTED: To appoint Mr. H. F. Judkins, Associate Professor of Dairying at a salary of $2,500 per year, it being understood that he will receive $200 additional for summer school work in 1920.

On motion of Mr. Bowditch, it was

J. D. Willard Appointment

VOTED: To elect Mr. John D. Willard, Director of Extension Service at a salary of $4500 per year, to take effect on or before January 1, 1920.

The meeting adjourned at 2:50 P. M.

Ralph J. Watts, Secretary

Charles A. Gleason, Chairman

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

MEETING OF SPECIAL TRUSTEE COMMITTEE TO CONSIDER SALARY INCREASES FOR 1920

---

The special committee designated by the Trustees to consider details of salary increases to be included in the current legislative budget, met at the City Club, Boston, October 17th, 1919.

PRESENT: Messrs. Gleason, Dewey, Preston, William Wheeler, and President Butterfield.

Various changes were made in the salary list and in the new positions to be asked in the legislature.

Salary Increases

The action of the committee is included in the final budget as presented to the Supervisor of Administration.

Charles A. Gleason

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

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MINUTES OF THE ANNUAL MEETING OF THE TRUSTEES

State House, Boston, January 9, 1920.

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The meeting was called to order at 9:45 A. M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Dewey, Ellis, Frost, Gannon, Gerrett, Gilbert, Howe, Mortimer, Pollard, Richardson, Smith, Wheeler, and President Butterfield: Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was read:

Amherst, Mass., December 31, 1919.

TO THE TRUSTEES OF THE MASSACHUSETTS AGRICULTURAL COLLEGE:

Call for the Meeting

Gentlemen:

Pursuant to the provisions of the by-laws, the annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136 State House, Boston, at 9:30 A.M. Friday, January 9, 1920.

Sincerely yours,

Ralph J. Watts,

Secretary.

On motion, it was

Approval of Minutes

VOTED: To approve, without reading, the minutes of the meetings of October 11, 1919 and October 28, 1919.

On motion, it was

VOTED: To ratify the actions of the various Trustee Committees for the past year.

On motion, it was

VOTED: That the Chairman appoint a committee to notify the Governor that the Trustees of the Massachusetts Agricultural College are meeting in annual session.

VOTED: That the Chairman appoint a Committee of three to submit nominations for officers and standing committees for the ensuing year.

Nominating Committee

Pursuant to the above vote, the Chairman appointed Messrs. Preston, Bowditch and Frost.

The President submitted his annual report for the year ended November 30, 1919, and read certain parts of it.

President's Report

From 10:00 A. M. until 11:10 A. M. His Excellency, the Governor, Calvin Coolidge, attended the meeting and before leaving addressed a few remarks to the Board.

Governor Coolidge

On motion of Mr. Bowditch it was

VOTED: To accept the report of the President as presented for the year ended November 30, 1919 and to adopt it as the report of the Trustees.

President's Report

On motion of Mr. Bowditch, it was

VOTED: That at an early date the Trustees meet at the College for the purpose of conferring with members of the staff on the question of salary increases.

Salaries Conference on

The Treasurer submitted his annual report for the last fiscal year and on motion of Mr. Howe, it was

Treasurer's Report

VOTED: To accept and place on file the report as presented by the Treasurer for the year ended November 30, 1919.

It was

VOTED: To accept the report of the Auditor as presented by Mr. Gleason.

Auditor's Report

TRUSTEE

It was

Certified Milk

VOTED: To leave to the Farm Committee with power, the question of discontinuing the college dairy as a certified milk plant.

On recommendation of the Committee on Course of Study and Faculty, it was

W.D. Clark Leave of Absence

VOTED: That Prof. William D. Clark be granted a leave of absence without pay, for the present winter term.

H.C.Thompson Appointment

VOTED: That Mr. H. C. Thompson be appointed Associate Professor of Physics at a salary of $200 per month from January 1, to July 31, 1920.

Dr. Ernest Anderson Appointment

VOTED: That the President be authorized to negotiate with Dr. Ernest Anderson relative to his returning to the College as Professor of Chemistry at a salary of $3000 per year.

On motion of Mr. Frost it was

Supervisor of Farm Practice

VOTED: That the President be authorized to employ temporarily a Supervisor of Farm Practice at a salary to be determined by the President and the Committee on Finance.

Cooperation

The President reported on the progress which had recently been made in working out plans for closer cooperation between the College and other state agencies interested in Agriculture.

On recommendation of the Committee on Course of Study and Faculty it was

C. S. Hicks H. M. Gore Salary

VOTED: To recommend to the Supervisor of Administration that the salary of Prof. C. S. Hicks be increased to $4000 per year and that of Prof. H. M. Gore to $3000. effective June 1, 1920.

Fiftieth Anniversary

The President submitted a tentative outline of a revised program for the celebration of the Fiftieth Anniversary of the College, which would extend from May 30, 1920 to Commencement 1921.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

VOTED: To approve the revised plan as outlined by the President for the celebration of the Fiftieth Anniversary of the College.

Firtieth Anniversary

On motion of Mr. Bowditch, it was

VOTED: That there be introduced into the Legislature of 1920 a bill seeking an appropriation of $10,000. to meet the expense of the celebration of the Fiftieth Anniversary of the College.

At 12:35 P. M. the Trustees adjourned to the City Club for luncheon, and for the continuation of its executive session.

On recommendation of the Committee on Experiment Department, it was

VOTED: That Miss Lorian P. Jefferson be appointed to fill the vacancy now existing in the Department of Agricultural Economics with the title of Assistant Professor of Agricultural Economics at a salary of $2100 per year from date of January 1, 1920. $1100 of which shall be paid from Experiment Station funds, and $1000 from Short Course funds, it being understood that approximately one-half time will be devoted to research work and one-half to Short Course instruction.

L.P.Jefferson Appointment

VOTED: That the proposed legislation regarding the manufacture and sale of insecticides be not advocated at this time.

Insecticides Manufacture and Sale of

It was

VOTED: To leave to the President with power the appointment of Dr. E. T. Bartholomew as Research Professor of Pomology at a salary of $2800. per year.

Dr. E. T. Bartholomew Appointment

On recommendation of the Committee on Experiment Station, it was

VOTED: That Mr. Sidney B. Haskell be appointed Director of the Experiment Station at a salary of $5000. per year to take effect July 1, 1920.

S.B.Haskell Appointment

TRUSTEE

Experiment Station Director

VOTED: To rescind the vote passed in 1906 making the Director of the Experiment Station ex officio member of the Trustees' Committee on Experiment Station, without vote, and that this action become effective July 1, 1920.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: To approve the execution of a deed of transfer of a certain parcel of land to be conveyed by the Commonwealth to the Associate Alumni of the Massachusetts Agricultural College, said deed having been prepared by the Attorney General.

It was

Memorial Building

VOTED: To approve the form of agreement, as submitted by the Attorney General, covering the transfer of land from the Associate Alumni of the Massachusetts Agricultural College, to the Commonwealth, together with the Memorial Building when the same is erected thereon.

It was

VOTED: That a copy of the proposed agreement be transmitted to the Associate Alumni.

VOTED: That the Vice-President and Secretary of the Board prepare a letter expressing to the Associate Alumni the appreciation of the Board of Trustees for their generous gift of the Alumni Memorial Building.

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: That a special bill be introduced into the Legislature of 1920 providing for funds sufficient to connect the proposed Memorial Building with the steam, light, and sewer lines operated by the College.

Consulting Engineers

VOTED: That the Treasurer be authorized to make arrangements with French and Hubbard to serve as consulting engineers for the College for one year.

The President discussed the rooming problem now

confronting the College and other building needs. It was

VOTED: To refer to the Building Committee for further consideration the question of the housing problem of the College.

Housing Problem

On recommendation of the Committee on Buildings and Grounds, it was

VOTED: That at least $3000 be expended from the prospective legislative appropriation of 1920, for the improvement of the Library facilities in the existing building.

Library Improvements

On recommendation of the Committee on Finance, it was

VOTED: That the salary of Mr. L. L. Derby, Assistant in Physical Education be at the rate of $1200, per year from date of January 1,1920.

L. L. Derby Salary

On motion of Dr. Smith, it was

VOTED: To authorize the President to supplement the existing recommendations for salary increases for clerks to such an amount as he may deem expedient.

Salary Increases

The Committee on nominations presented its report and in accordance therewith the following officers and standing committees were elected to serve for the ensuing year.

OFFICERS OF THE CORPORATION

His Excellency, Gov. Calvin Coolidge of Northampton,Pres.
Charles A. Gleason, of New Braintree, Vice-Pres.
Ralph J. Watts, of Amherst, Secretary.
Fred C. Kenney, of Amherst, Treasurer.
Charles A. Gleason, of New Braintree, Auditor.

Officers

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

## Standing Committees of the Corporation

### Committee on Finance

Charles A. Gleason, Chairman,
George H. Ellis,
Nathaniel I. Bowditch,
Arthur G. Pollard
Carlton D. Richardson
Edmund Mortimer.

### Committee on Course of Study and Faculty

William Wheeler, Chairman,
Elmer D. Howe,
James F. Bacon,
Payson Smith,
Davis R. Dewey,
John F. Gannon.

### Committee on Farm

Nathaniel I. Bowditch, Chairman,
Frank Gerrett,
Carlton D. Richardson,
George H. Ellis,
Edmund Mortimer,
Arthur W. Gilbert

### Committee on Horticulture

Harold L. Frost, Chairman,
Charles A. Gleason,
Charles H. Preston,
Elmer D. Howe,
Arthur W. Gilbert,
Edmund Mortimer

Committees

### Committee on Experiment Department

Charles H. Preston, Chairman,
Arthur W. Gilbert,
Edmund Mortimer.
Arthur G. Pollard,
Harold L. Frost,

### Committee on Buildings and Arrangement of Grounds

Frank Gerrett, Chairman,
William Wheeler,
James F. Bacon.
Charles H. Preston,
George H. Ellis,

### Committee on Extension Service

Elmer D. Howe, Chairman,
George H. Ellis,
Harold L. Frost,
Arthur W. Gilbert.
Davis R. Dewey,
Nathaniel I. Bowditch,
John F. Gannon,

### Committee on Legislation

Charles A. Gleason, Chairman,
George H. Ellis,
Edmund Mortimer.
William Wheeler,
Carlton D. Richardson,

It was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: To authorize the President to employ an Extension Assistant Professor of Agricultural Economics, provided the Government will supply funds for the salary of such an employee for at least one year.

Extension Assistant Professor of Agricultural Economics

On motion it was

VOTED: To accept the following resignations:

Laura R. Gifford, Asst. Leader of Rural Home Economics, January 15, 1920.

Laura W. Hager, Clerk, Dept. of Agricultural Economics, December 19, 1919.

E. G. Hood, Instructor in Microbiology, December 31, 1919.

Rachel C. Packard, Clerk, President's Office, January 21, 1920.

Resignations

Jessie M. Prince, Chief Clerk, Extension Service, January 9, 1920.

Harold E. Robbins, Asso. Prof. of Physics, December 31, 1919.

Robert S. Scull, Asst. Chemist Experiment Station, December 13, 1919.

On motion it was

VOTED: To approve the following new appointments:

Ethel Bradley, Asst. Chemist, Experiment Station, $1200. December 1, 1919.

Evelyn Brewster, Private Secretary, President's Office, $1200, November 17, 1919.

Susan L. Clark, Stenographer, Extension Service, $780. December 4, 1919.

New Appointments

Irene Crutch, Clerk, Div. of Agriculture, $900, December 1, 1919.

Margaret G. Davidson, Mailing Clerk, Extension Service, $720, December 1, 1919.

Hazel Donovan, Clerk, Extension Service, $780, January 1, 1920.

TRUSTEE

Marion E. Hawthorne, Stenographer, Extension Service, $780, December 1, 1919.

R. J. McFall, Extension Prof. of Agricultural Economics, $3600. January 1920.

Marie Mercier, Stenographer, Short Courses, $780, December 1, 1919.

New Appointments

Anne Messer, Assistant Chemist, Experiment Station, $1400, November 3, 1919.

Almon W. Spaulding, Field Agent, $1000, December 1, 1919. (Half-time service)

T. G. Yaxis, Asst. Prof. of Dairying, $2000, December 29, 1919.

On motion it was

VOTED: To approve the following temporary appointments:

Lincoln W. Barnes, Extension Asst. Prof. of Agricultural Education, $200 per month, January 1, 1920 to March 31, 1920.

Minnie Dana, Instructor in Clothing, $200 for the winter term.

J. Ducker, Instructor in Rural Engineering, $75.00 per month for one-half time, January 1, 1920 to March 31, 1920.

Earl H. Nodine, Extension Instructor in Charge of Poultry Club Work, $125 per month, January 1,1920 to March 31, 1920.

Temporary Appointments

Marie Sayles, Asst. Leader of Rural Home Economics $200 per month, January 1, 1920 to April 30,1920.

On motion it was

VOTED: To ratify the action of the President in granting the following salary increases:

Katharine Gardner, Clerk, Division of Agriculture, $780 to $900, December 1, 1919.

Salary Increases

Mildred Pierpont, Clerk, Short Courses, $900 to $960, December 1, 1919.

Clara Swift, Clerk, Extension Service, $780 to $900, December 1, 1919.

The President reported that Mr. John D. Willard would probably assume responsibility as Director of the Extension Service February 1st, instead of January 1st.

John D. Willard Director of Extension Service

On motion of Mr. Preston it was

VOTED: That the Chairman appoint two members of the Board to serve with the Secretary to codify the by-laws of the Trustees.

By-laws

Pursuant to the above vote, the Chairman appointed Messrs. Bacon and Wheeler.

The President reported on the progress which has recently been made in connection with the terms of agreement which might be made with members of the College staff relative to vacations, professional improvement, etc.

Terms of Agreement Vacations, Professional Improvement, etc

On motion of Mr. Ellis, it was

VOTED: That the opinion of the new Attorney General be obtained relative to the validity of the proposed terms of agreement and that further consideration be given to this matter by the Trustees.

It was

VOTED: That when the Legislative appropriation for current expenses for 1920 is determined, the Chairmen of the standing committees be empowered to act on the apportionment of funds thus granted.

Apportionment of Funds

It was

VOTED: That the President should determine the date when the Trustees shall visit the College to consider the question of salary increases with members of the staff.

Salary Increases

It was

VOTED: That the Treasurer of this College, Fred C. Kenney, is hereby authorized to execute on behalf of the College and attach thereto the seal of the College to all bonds and other writings obligatory in the nature thereof.

Bonds

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

President relieved from Legislative Responsibility

VOTED: That for the present the President should feel that he is relieved from the burden and responsibility for presenting the claims of the College to the Supervisor of Administration, the Governor, and the Legislature, and that the Trustees' Committee on Legislation shall assume such responsibility.

On motion of Mr. Richardson it was

Auditing Committee

VOTED: That Messrs. Gleason and Gerrett represent the Trustees for the ensuing year in the inspection of monthly vouchers of the institution.

Meeting adjourned at 3:40 P. M.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

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CONFERENCE OF TRUSTEES WITH OFFICERS OF THE INSTITUTION *

M. A. C., Amherst, Mass., February 21, 1920.

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PRESENT: Trustees Gleason, Bowditch, Ellis, Gilbert, Richardson, and President Butterfield.
Faculty: Messrs. Morse, Gordon, Redman, Cance, McNutt, and Sprague. Treasurer Kenney and Dean Lewis were also present.

At 12:45 P. M. the Trustees met for luncheon with the Faculty Committee appointed to consider the question of salary increases for members of the staff.

At 1:40 P. M. the conference was transferred to Room 114, Stockbridge Hall where some seventy-five or eighty members of the staff had assembled.

Mr. Gleason presided.

Salary Increases

Professors Cance, Gordon and Sprague discussed various phases of the salary situation, following which each of the Trustees present made a brief statement concerning the difficulty in securing funds for adequate salary increases and expressed entire sympathy with the pressing needs as suggested by the Faculty Committee. During the discussion it was suggested by the Trustees that it might be possible for the College to sell its produce to members of the staff at wholesale prices.

*This informal conference was held pursuant to a vote of the Trustees of January 9, 1920.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

The Faculty

VOTED: To express to the Trustees their cordial appreciation of the interest and sympathy shown by the Trustees in connection with the salary situation, and especially for their participation in this conference.

At 4:20 P. M. the Trustees and members of the Faculty Committee met in the President's Office for further discussion of the salary situation. The question was again considered whereby the College might sell its produce at wholesale prices to the members of the staff, and it was

VOTED: To leave to the President and Chairmen of the Committees on Farm and Horticulture, with power, the question of the College supplying its produce at wholesale prices to members of the College staff.

It was

VOTED: That Messrs. Ellis and Gilbert confer with the Governor relative to the salary situation as it affects the members of the staff of the Agricultural College.

The Conference adjourned at 5:00 P. M.

Ralph J. Watts Secretary

Charles A. Gleason Chairman

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TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF MEETING OF CHAIRMEN OF TRUSTEES' COMMITTEES

President's Office, M. A. C., Amherst, April 22, 1920.

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The Committee convened at 8:45 A. M. with Mr. Charles A. Gleason presiding.

PRESENT: Messrs. Gleason, Howe, Wheeler, Preston, Ellis, (in place of Mr. Bowditch), and President Butterfield. Dean Lewis and Treasurer Kenney were also present.

Budget

The President reported the details of the budget for current expenses for 1920 as passed by the Legislature.

Schedules Submitted Salary Increases, etc.

The President submitted schedules covering salary increases, new positions and vacancies, for the current year; the recommendations for salary increases were adopted in accordance with the accompanying schedule.

It was

VOTED: To authorize the President to fill the following positions now vacant, at the salaries indicated:

Authorization to fill positions now vacant

| | |
|---|---|
| Clerk, Dean's Office | $960. |
| Professor of Rural Sociology | 3000. |
| Instructor in Microbiology | 1320. |
| Clerk, Rural Sociology | 960. |
| Research Asst. Professor of Pomology | 3000. |
| Investigator in Entomology, Exp.Sta. | 1800. |
| Supervisor of Exhibits and Extension Schools | 2520. |
| Extension Assistant Professor of Landscape Gardening | 2520. |
| Extension Professor of Rural Organization | 3000. |
| Assistant Professor (Junior Extension Pig Club) | 1500. |
| Research Assistant Professor of Agricultural Economics | 2280. |

It was

Conference Possibility of Establishing New positions

VOTED: That a committee consisting of Mr. Wheeler, Mr. Ellis, President Butterfield and Dean Lewis represent the Trustees in conferring with the Supervisor of Administration as to the possibility and expediency of establishing during the current year certain new positions in various departments of the College.

It was

Titles

VOTED: To leave to the President with power the adjustment of titles of the members of the staff.

The President submitted details of department apportionments for the current fiscal year, and it was

Department Apportionments

VOTED: To approve as submitted the department apportionments for College funds, Experiment Station funds, Extension Service funds and Short Course funds.

It was

Apportionment Improvements New Equipment

VOTED: To approve as submitted, the apportionment of $50,000, available for improvements and new equipment as provided by the Legislature of 1920, the schedule, however, to be subject to such adjustment as the President may deem expedient.

It was

College Infirmary Management

VOTED: To authorize the following arrangement relative to the management of the College Infirmary, same to take effect September 1, 1920.

1. That the resident nurse be paid not to exceed $1440 per year.

2. That a housekeeper be employed at approximately $500 per year.

3. That the salary of $1440 for the resident nurse be understood to include an allowance for subsistance for the resident nurse and for the housekeeper.

4. That the present arrangements relative to student fees at the Infirmary be continued.

It was

VOTED: That extra compensation in the amount of $500. be allowed Mr. Ralph W. Redman for services as Acting Director of the Extension Service from May 1, 1919 to February 29, 1920.

R.W. Redman Extra Compensation

On motion of Mr. Wheeler it was

VOTED: To authorize the Treasurer to advertise for bids for the erection of the cavalry barn on the basis of existing plans and specifications.

Cavalry Barn Bids

On motion of Mr. Howe it was

VOTED: To authorize the special committee consisting of Mr. Wheeler, Mr. Ellis, President Butterfield and Dean Lewis to endeavor to secure the inclusion in the supplementary budget to be submitted to the Legislature, the item of $57,500. for the installation of two boilers at the Power Plant.

Power Plant Two Boilers Include cost in Budget

It was

VOTED: To authorize the President to consult with the Governor relative to the possibility of securing through the supplementary budget further salary increases for members of the College staff.

Salary Increases

The Committee inspected the Women's Dormitory and the sites proposed for the cavalry barn.

Sites Inspected Women's Bldg. Cavalry Barn

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

Cavalry Barn

VOTED: That the site south of Grinnell Arena is preferable for the location of the cavalry barn and that the site west of the Veterinary Building is the second choice of the Committee.

The Committee adjourned at 3:05 P. M.

Charles A. Gleason Chairman

Ralph J. Watts Secretary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

SCHEDULE OF SALARY INCREASES TO BECOME EFFECTIVE
June 1, 1920.

Presented by the Trustees, April 26,1920,

To the Supervisor of Administration.

| Name | Rate 1919 | Recommended 1920 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Lewis, E. M. | 4200. | 5040. | 4800 |
| Kenney, F. C. | 4200 | 4800 | 4500 |
| Watts, R. J. | 2750 | 3360 | 3060 |
| Hasbrouck, P. B. | 3000 | 3600 | 3600 |
| Hamlin,Margaret | 1800 | 1920 | 1980 |
| Foord, J. A. | 3500 | 4000 | 4000 |
| Abell, Max | 2500 | 2600 | 2580 |
| Beaumont, A.B. | 2500 | 3060 | 3000 |
| Merkle, F.G. | 1450 | 1680 | * |
| Cooper, H.P. | 2000 | 2580 | * |
| McNutt,J.C. | 3000 | 3720 | * |
| Rice, V. A. | 2100 | 2400 | 2400 |
| Lockwood,W.P.B. | 3600 | 3900 | 3900 |
| Wheeler, F. E. | 1500 | 1560 | * |
| Van Horn, S.E. | 1900 | 1920 | * |
| Judkins, H. F. | 2500 | 3060 | 3000 |
| Graham, J. C. | 3150 | 3720 | 3600 |
| Banta, L. | 1700 | 2160 | 2340 |
| Payne, L. | 2400 | 3000 | 2820 |
| Gunness, C.I. | 3000 | 3600 | 3450 |
| Pushee, G.F. | 1500 | 1800 | 1800 |
| Waugh, F.A. | 3750 | 4320 | 4200 |
| Harrison, A.K. | 2400 | 2760 | 2700 |
| Clark, W.D. | 2500 | 2820 | * |
| Thayer, C. L. | 2000 | 2400 | 2340 |
| Sears, F. C. | 3300 | 3900 | 3750 |
| Drain, B. D. | 2000 | 2160 | 2160 |
| Chenoweth, W.W. | 2750 | 3300 | 3060 |
| Tompson, H. F. | 3500 | 3900 | 3900 |
| Dacy, A. L. | 2500 | 2760 | 2820 |
| Thompson, C.H. | 2300 | 2760 | 2700 |
| Osmun, A.V. | 2850 | 3300 | 3300 |
| Torrey, R.L. | 1500 | 1800 | 1800 |
| McLaughlin,F.A. | 1750 | 2040 | 2040 |
| Anderson, P. J. | 2400 | 2820 | 2820 |
| Clark, O.L. | 2100 | 2580 | 2580 |
| Lindsey, J.B. | 3300 | 3720 | 3720 |
| Serex, Paul | 1800 | 2160 | 2160 |
| Peters, C.A. | 2700 | 3300 | 3180 |
| Chamberlain, J.S. | 2700 | 3300 | 3180 |

*Resigned

Salary Increases

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Salary Increases

| | Rate 1919 | Recommended 1920 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Fernald, H.T. | 3620 | 4320 | 4200 |
| Regan, W. S. | 2100 | 2400 | 2340 |
| Crampton, G.C. | 2150 | 2820 | 2820 |
| Ostrander, J. E. | 2600 | 3300 | 3120 |
| Parker, L.H. | 2400 | 2700 | 2700 |
| Moore, F. C. | 1900 | 2340 | 2220 |
| Machmer, W. L. | 2500 | 3060 | 2940 |
| Thompson, H.C. | 2400 | 2820 | * |
| Burt, H. J. | 600 | 1560 | * |
| Gordon, C. E. | 2700 | 3300 | 3120 |
| Abbott, C. H. | 1500 | 1800 | 1800 |
| Paige, J. B. | 2700 | 3300 | 3120 |
| Gage, G. E. | 2600 | 3000 | 3000 |
| Marshall, C. E. | 4400 | 4800 | 4700 |
| Itano, A. | 2000 | 2580 | 2400 |
| Sprague, R.J. | 3100 | 3600 | 3600 |
| Rand, F. P. | 1800 | 2400 | 2250 |
| Goessmam, H.T. Miss | 1200 | 1400 | 1440 |
| Prince, W. E. | 2000 | 2520 | 2400 |
| Neal, R.W. | 2500 | 3000 | * |
| Patterson, C.H. | 2750 | 3300 | 3120 |
| Mackimmie, A. A. | 2750 | 3300 | 3120 |
| Ashley, E. L. | 2300 | 2820 | 2700 |
| Julian, A. N. | 1980 | 2400 | 2340 |
| Cance, A. E. | 3000 | 3720 | 3450 |
| Sawtelle, C. W. | 1900 | 2280 | 2160 |
| Hart, W. R. | 2700 | 3600 | 3300 |
| Welles, W.R. | 1650 | 1800 | 1800 |
| Skinner, E.L. Miss | 3000 | 3120 | 3120 |
| Green, C. R. | 2700 | 3180 | 3120 |
| Hicks, C. S. | 3000 | 3900 | 3600 |
| Gore, H. M. | 1900 | 3000 | 2400 |
| Hicks, C.S. Mrs. | 540 | 600 | 600 |
| Alcock, J. R. | 1140 | 1320 | 1320 |
| Allen, Harry L. | 1080 | 1200 | 1200 |
| Ball, A.S. | 600 | 660 | 660 |
| Beals, C.L. | 1800 | 2280 | 2160 |
| Bourne, A. I. | 1680 | 2040 | 1920 |
| Chapman, G. H. | 2500 | 3000 | 2820 |
| Coffin, R. L. | 1140 | 1320 | 1320 |
| Franklin, H. J. | 2400 | 2820 | 2700 |
| Gaskill, E. F. | 2100 | 2520 | 2520 |
| Goodale, H. D. | 2500 | 3000 | 2820 |
| Holland, E. B. | 2750 | 3120 | 3120 |
| Ickis, M. G. Miss | 1200 | 1320 | 1320 |
| Jones, C. P. | 1800 | 2280 | 2160 |
| Krout, W. S. | 2000 | 2600 | ** |
| Lentz, J.B. | 2400 | 2580 | |
| Messer, A.C. | 1400 | 1560 | 1560 |
| Bradley, Ethel | 1200 | 1320 | 1320 |
| Clarke, A.M. | 1200 | 1440 | 1440 |

*Resigned

**Formerly approved by Supervisor

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name | Rate 1919 | Recommended 1920 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Haskins,H.D. | 2750 | 3120 | 3000 |
| Howard, J. T. | 1400 | 1680 | 1680 |
| Smith, P. H. | 2600 | 3000 | 3000 |
| Walker, L. S. | 2000 | 2400 | 2340 |
| Cole, W. R. | 2000 | 2520 | 2340 |
| Comstock, L. Miss | 2500 | 3000 | 2820 |
| Cooley, R. B. | 2500 | 3000 | * |
| Farley, G. L. | 3500 | 4000 | 4000 |
| Haslett, H. E. | 2040 | 2160 | * |
| Howe, W.F. | 2500 | 3000 | 2820 |
| James, D.L. | 2500 | 2760 | * |
| Jones, E. | 2750 | 3240 | 3060 |
| Monahan,William C. | 2500 | 3000 | 2820 |
| Nodine, E. | 1500 | 1800 | 1800 |
| Norris, Helen | 1700 | 2040 | 1920 |
| Parker, S. R. | 3500 | 3720 | 3720 |
| Redman, R. W. | 3300 | 4000 | 3750 |
| Reed, R. S. Mrs. | 1900 | 2880 | 2400 |
| Sayles, Marie | 2400 | 2760 | 2580 |
| Van Meter, R.A. | 2000 | 2520 | 2400 |
| Willard, J. D. | 4500 | 5000 | |
| Watts, G. S. | 1000 | 1160 | * |
| Gould, Charles | 2000 | 2160 | 2160 |
| Thayer, Charles L. | 1700 | 1920 | 1980 |
| Holden, Richard L. | 1500 | 1800 | 1740 |
| Strahan, James L. | 2300 | 2640 | 2580 |
| Newlon, John | 1200 | 1500 | 1500 |
| Grayson, Emory | 1440 | 1800 | 1680 |
| Phelan, John | 3600 | 4200 | 3900 |
| Yaxis, T. G. | 2000 | 2240 | |
| Bishop, Eleanor F. | 1080 | 1320 | 1320 |
| Brewster, Evelyn | 1200 | 1380 | * |
| Broadfoot, John | 1800 | 2000 | 2000 |
| Brooks, Ruth | 780 | 900 | * |
| Colburn, Grace | 960 | 1080 | * |
| Erickson, Charlotte E. | 960 | 1080 | * |
| Gaskell, Margaret T. | 900 | 1020 | * |
| Horton, Mary E. | 960 | 1080 | 1080 |
| Martin,Helen A. | 840 | 960 | 960 |
| Robinson, Edith | 900 | 1080 | 1080 |
| Shores, M. I. Mrs. | 960 | 1140 | 1140 |
| Silcox,Marjorie T. | 960 | 1020 | 1020 |
| Strachan,Elizabeth | 1020 | 1200 | 1200 |
| Turner, O. M. | 960 | 1140 | 1140 |
| Barkhouse, Nellie V. | 960 | 1080 | 1080 |
| Davidson, Emily G. | 720 | 840 | 840 |
| Broadfoot, Mary L. | 720 | 840 | 840 |
| Dondale, Marion F. | 960 | 1140 | 1140 |
| Fisher, Melina E. | 960 | 1140 | 1140 |

*Resigned

Salary Increases

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Salary Increases

| Name | Rate 1919 | Recommended 1920 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Gallond, Grace E. | 1020 | 1200 | 1200 |
| Smith, Mary A. | 960 | 1020 | 1020 |
| Hamilton, Amy H. | 780 | 960 | 960 |
| Crutch, Irene | 900 | 1020 | 1020 |
| Kiley, Elizabeth | 840 | 1020 | 1020 |
| Powers, Frances | 840 | 1020 | 1020 |
| O'Donnell, B. E. | 1020 | 1200 | 1200 |
| Streeter, Ethelyn | 900 | 1080 | 1080 |
| Warner, Marion | 960 | 1140 | * |
| Church, L. G. Mrs. | 1140 | 1320 | 1320 |
| Felton, F. E. | 1020 | 1200 | 1200 |
| Mellor, R.L. | 1080 | 1200 | 1200 |
| Sanborn, Ruby | 840 | 1020 | 1020 |
| Tower, Doris | 840 | 1080 | 1080 |
| Welch, Ellen L. | 960 | 1200 | 1140 |
| Grover, Cora | 1020 | 1200 | 1200 |
| Swift, Clara L. | 900 | 960 | * |
| Hawthorne, M. H. | 900 | 960 | * |
| Davidson, Margaret G. | 720 | 840 | 840 |
| Leduc, M. C. | 1200 | 1320 | 1320 |
| Worthley, Mrs. R. | 960 | 1080 | * |
| Donovan, H. | 780 | 900 | * |
| Miner, Gladys | 900 | 1080 | 1080 |
| Lee, Honoria A. | 720 | 840 | 840 |
| Clark, Susan L. | 780 | 900 | 900 |
| Harrington, Catherine | 780 | 900 | 900 |
| Sullivan, Marjorie | 840 | 1020 | * |
| Sabin, Laura | 720 | 960 | 960 |
| Gardner, Katherine | 900 | 960 | 960 |
| Pierpont, Mildred | 960 | 1020 | 1020 |
| Mercier, Marie | 900 | 960 | 960 |
| Duval, Noellia C. | 840 | 960 | 960 |
| Brown, R. | 780 | 840 | 840 |
| Chapman, Lena | 1020 | 1200 | 1200 |
| Delano, Louise | 960 | 1080 | 1080 |
| Damon, L. | 1200 | 1500 | * |
| Fosdick, Lottie | 900 | 960 | * |
| Butterworth, T. F. | 2250 | 2520 | 2520 |
| Jewett, C. | 1800 | 2040 | 2040 |
| Montague, E. J. | 1500 | 1800 | 1800 |
| Dickinson, L. | 2000 | 2240 | 2160 |
| Whiting, James | 1600 | 1800 | 1800 |

*Resigned

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

MINUTES OF MEETING OF THE SEMI-ANNUAL MEETING OF THE TRUSTEES

President's Office, Amherst, June 21, 1920.

The Trustees met at 9:30 A. M. with the Chairman, Mr. Charles A. Gleason presiding.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Frost, Gerrett, Gilbert, Howe, Pollard, Smith, Wheeler, and President Butterfield.

Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was sent:

Amherst, Mass.,
June 10, 1920.

Call for the Meeting

To the Trustees of the
Massachusetts Agricultural College.

Gentlemen:

The semi-annual meeting of the Trustees of the Massachusetts Agricultural College will be held in the Office of the President of the College, Amherst, Massachusetts, at 9:30 A. M. Monday, June 21, 1920.

Sincerely yours,

Ralph J. Watts,

Secretary.

Minutes Approved

The minutes of the meetings of January 9, 1920 and February 21, 1920 were approved without reading.

TRUSTEE

On motion of Mr. Bowditch, it was

Theta Chi Fraternity Sale of Land

VOTED: To leave the question of the sale of land to the Theta Chi Fraternity to the Chairman of the Building Committee, President Butterfield and Treasurer Kenney, with power.

It was

Degrees Conferred

VOTED: To confer the degree of Bachelor of Science upon the following members of the Senior Class:

George Wills Apsey,Jr.
George King Babbitt
Milo Roderick Bacon
Henry Raymond Baker
William Alphonso Baker
Harry Abraham Ball
Stewart Putnam Batchelder
Winfield Scott Beauregard
Daniel Webster Belcher
Harry Berman
Frank Joseph Binks
Charles Meade Boardman
Alan Freeman Boyce
Eliot Mansfield Buffum
Allan Melville Burns,Jr.
Lee Williams Burton
George Murray Campbell
Ralph Hunter Card
John Foxcroft Carleton
Morton Harding Cassidy
Roger James Chambers
Malcolm Willis Chase
Augustus Warren Clapp
Fred William Clarridge
Alfred Arnold Clough
Frederick Eugene Cole,Jr.
Gordon Burnham Crafts
John Alexander Crawford
Charles Crowe
Clinton Jones Daggett
John Kersey Delahunt
Glendon Robert Derick
Warren Montague Dewing
Charles Felix Doucette
William Lawrence Dowd
Marion Edith Earley
Herbert Martin Emery
Leo Joseph Faneuf
Harold Carter Fellows
Arthur Lester Frellick
Camille Baldwin Fuller
Flavel Mayhew Gifford
William Francis Glavin
George Lucien Goodridge
William Irving Goodwin
Frederick George Gordon
Leland Sprague Graff
Carlisle Ferrin Graves
Forrest Grayson
Lynn Green
Hazen Wolcott Hamlin
Harold Leon Harrington
Ebenzer Erskine Harvey
Robert Dorman Hawley
John Farren Hill
John William Holloway
Robert Palmer Holmes
Robert Sanderson Horne
Arthur Merchant Howard
Albert Edward Howe
Ralph Walter Hurlburt
Brooks Franklin Jakeman
Lawrence Wilhelm Johnson
John Edwin Littlefield
Earle Daniel Lothrop
William Alan Luce
Henry Egmont Lyons
Guy Franklin MacLeod
John Joseph Maginnis
James Comley Maples
Max Skidmore Marshall
Fred Mather
Albert Wadsworth Meserve
Helen Stanley Millard
Theodore Bertis Mitchell
Maurice Morse
Patrick Joseph Moynihan
Joseph Francis Novitski

August Leonard Oertel
William Harold Peckham
Errol Clinton Perry
Chester Arthur Pike
Karl Julius Pree
Howard Preston Quadland
Philip Adna Readio
George Kenneth Redding
Mark Anthony Roberts
William Fenton Robertson
Joseph Raymond Sanborn
Ralph Hemenway Sanderson
Wesley Stevens Sawyer
Lester Winslow Simmons
Everett Hamilton Skinner
George Alfred Smith
Raymond Newton Smith
Susan Almira Smith
Harold Edwin Spaulding
Ralph Shaw Stedman
Raymond Timothy Stowe
Walter Mitchell Sullivan
Raymond Walter Swift
Elliott Hubbard Taylor
Weston Cushing Thayer
Loring Vinson Tirrell
John Wardrop Urquhart
Alan Carruth Williams
James Joseph Window
Ray Willard Woodbury
Paul Bennett Wooding
George Blossom Woodward
Harlan Noyes Worthley
Stuart Eldridge Wright

It was

VOTED: To confer the degree of Bachelor of Science, Honoris Causa, upon the following:

Degrees Conferred

Foster Kenneth Baker
Roger Francis Clapp
Ernest Laurier Coderre
Ralph Wallace Harwood
Paul John Heffron
Gardner Clyde Norcross
Allan Leon Pond (deceased)
Stephen Morse Richardson
Fred Bucknam Sampson

It was

VOTED: To confer the degree of Master of Science upon the following:

Arthur Leslie Prince, A.B. Clark College

James Alson Purington, B.S. New Hampshire College of Agriculture and Mechanic Arts.

It was

VOTED: To approve the action of the President in accepting the following resignations:

Resignations

William D. Clark, professor of Forestry, August 31, 1920

Grace Colburn, Clerk, Treasurer's Office, June 2, 1920

Lalia M. Damon, Cataloguer, Library, April 3, 1920

L. L. Derby, Assistant in Department of Physical Education, March 31, 1920

Lottie M. Fosdick, Clerk, Library, May 28, 1920

Lillian S. Hadfield, Clerk, Extension Service, February 29, 1920

D. L. James, Extension Specialist in Dairying, May 22,1920

Arthur M. McCarthy, Assistant in Physical Education, April 30, 1920

Ezra L. Morgan, Extension Professor of Community Planning, February 1, 1920

Elizabeth Olmsted, Resident Nurse, Infirmary, August 31, 1920

Helen E. Phillips, Clerk, Extension Service, February 20, 1920

Resignations

Almon W. Spaulding, Field Agent, February 20, 1920

Lloyd L. Stewart, Instructor in Poultry Husbandry,(Did not return from war service)

Marjorie E. Sullivan, Clerk, Division of Agriculture, May 17, 1920

Aline B. Suprenant, Clerk, Extension Service, February 29, 1920

S. E. VanHorn, Instructor in Dairying, July 15, 1920

Marion L. Warner, First Clerk, Division of Agriculture, June 18, 1920

Fred E. Wheeler, Instructor in Dairying, April 10,1920

John D. Zink, Assistant to the Director of Extension Service, March 6, 1920

It was

VOTED: To approve the following new appointments:

New Appointments

Ruth L. Brown, Clerk, Department of Dairying, $780, January 5, 1920

Margery Burnett, Clerk, Library, $65. per month, April 1, 1920 to June 30, 1920

TRUSTEE

George M. Campbell, Field Agent, $1800, July 1, 1920. ($600 of this amount to be paid by the Associate Alumni)

Grace M. Corbett, Bookkeeper, Treasurer's Office, $900, June 1, 1920

Minnie Dana, Instructor in Clothing, $200. for the third term

Willard K. French, Assistant Professor of Farm Management, $2000, May 1, 1920

Elmer A. Harrington, Professor of Physics, $2820, September 1, 1920

Robert D. Hawley, In charge of Extension Schools and Exhibits, $1800, July 1, 1920

Gertrude E. Hollis, Clerk, Dean's Office, $780, May 1, 1920

John Hubbard, Instructor in Physical Education, $200. for third term

New Appointments

Florence B. Kimball, Cataloguer, Library, $1320, May 24, 1920

John B. Lentz, Assistant in Veterinary Science, $2400, February 4, 1920

A. F. MacDougall, Extension Professor of Farm Management Demonstrations, $3000, May 1, 1920

Corinne Petit, Clerk, Extension Service, $840, April 1, 1920,($960 after June 8, 1920)

Helen Reardon, Stenographer, Extension Service, $780, April 1, 1920

J. K. Shaw, Research Professor of Pomology, $3000, June 1, 1920

Newell L. Sims, Professor Rural Sociology, $3000, April 1, 1920

Mary A. Smith, Clerk, Dept. Agricultural Economics, $960, April 1, 1920

Glen E. Upton, Instructor in Dairying, $1560, April 28, 1920

Harlan N. Worthley, Investigator in Entomology, $1800, July 1, 1920

Ruth S. Worthley, Clerk, Extension Service, $960, February 5, 1920 to March 31, 1920

It was

VOTED: To approve the action of the President in making the following salary adjustments:

Marion Hawthorne, Clerk, Extension Service, $780 to $900, January 1, 1920

Salary Adjustments

Marguerite C. Leduc, Chief Clerk, Extension Service, $900 to $1200, January 1, 1920. (Promoted from stenographer to chief clerk).

Marie Mercier, Clerk, Short Courses, $780 to $900, February 1, 1920

It was

Miss Jefferson Rescind vote

VOTED: To rescind the vote of January 9, 1920 relative to the appointment of Miss Lorian P. Jefferson for one-half time research work and one-half time Short Course instruction.

Miss Jefferson Transfer

VOTED: To transfer Miss Lorian P. Jefferson from her present position of Assistant Professor in the Division of Rural Social Science to Research Assistant Professor of Agricultural Economics at a salary of $2280, to take effect June 1, 1920.

On motion of Mr. Bowditch, it was

Appointments President represent Trustees

VOTED: That the President represent the Trustees in making appointments to salaried positions under the grade of professor.

It was

Appointment of professors and those of high rank

VOTED: To approve the procedure already established with respect to the appointment of professors and those of high rank.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

VOTED: To approve the following schedule for the payment of Summer School instructors for 1920:

Members of the M.A.C. staff employed from June 28 to July 23.

| Name | Courses | Compensation for July | To be paid from indicated fund |
|---|---|---|---|
| A.B. Beaumont | Agronomy | $200 | College |
| A. E. Cance | Agric. Economics | 200 | " |
| W.W. Chenoweth | Hort. Manufactures | 200 | " |
| A.L. Dacy | Vegetable Gardening | 200 | " |
| J.A. Foord | Farm Management | 200 | " |
| C.I. Gunness | Rural Engineering | 200 | " |
| Margaret Hamlin | Vocational Adviser | 200 | " |
| W.R. Hart | Agric. Education | 300 (2 wks.Aug.) | " |
| H. F. Judkins | Dairying | 200 | " |
| C.E.Marshall | Dairy Bacteriology | 200 | " |
| A.A.Mackimmie | French,Spanish | 200 | " |
| F.A.McLaughlin | Botany | 75 | " |
| J.C. McNutt | Animal Husbandry | 200 | " |
| A.V. Osmun | Botany | 150 | " |
| C.H. Patterson | Dramatic Presentation | 200 | " |
| L. F. Payne | Poultry | 200 | " |
| W.S. Regan | Insect Pests | 200 | " |
| F.C. Sears | Pomology | 200 | " |
| Edna Skinner | Home Economics | 200 | " |
| C.L. Thayer | Floriculture | 200 | " |
| Miscellaneous | Agric. Education | 300 | " |
| Mr. Brown | Labor (Night Watch) | 40 | " |

Summer School Instructors

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Summer School Assistance

| Name | Courses | Compensation for July | To be paid from indicated fund |
|---|---|---|---|
| Other assistance employed from June 28 to July 23. | | | |
| Miss Lucile French | Home Economics | $200 | College |
| Miss Edna Fuller | Physical Training | 200 | " |
| Mrs. Janet Thurston | Home Economics | 200 | " |
| F.W. Ried | Practical Arts | 250 | " |
| Mrs.Jessie Bacharach | Matron | 100. | " |
| Library Assistant | Library | 50 | " |
| Edward Lewis | Labor | 75 | " |
| George Kenney | Labor | 50 | " |
| Lectures | | 150 | " |
| Matrons in four halls | | 60 | " |

Federal Board Courses Instructors

Members of the M.A.C. Staff employed from June 28 to August 28 - Federal Board Courses

| | | Per Month | Total | Fund |
|---|---|---|---|---|
| Emory Grayson | Physical Education | $150 | $300 | 2 Yr.Fed. |
| W.L. Machmer | Arithmetic | 150 | 300 | 2 Yr.Fed. |
| Arao Itano | Dairy Bacteriology | 150 | 300 | 2 Yr.Fed. |
| V.A. Rice | Animal Husbandry | 150 | 300 | 2 Yr.Fed. |
| Luther Banta | Poultry | 150 | 300 | 2 Yr.Fed. |
| T.G. Yaxis | Dairying | 150 | 300 | 2 Yr. & Unit |
| G. S. Watts | Veg. Gardening | 150 | 300 | 2 Yr. & Unit |
| James Whiting | Floriculture | 150 | 300 | 2 Yr. & Unit |
| C. H. Thompson | Gen. Horticulture | 150 | 300 | 2 Yr. & Unit |
| George Pushee | Rural Engineering | 125 | 250 | 2 Yr. |
| John Newlon | Rural Engineering | 125 | 250 | Unit |
| B. D. Drain | Pomology | 150 | 300 | 2 Yr. |

Mr.R.W.Redman Extra Compensation

The President reported that the Supervisor of Administration had declined to allow extra compensation for Mr. Ralph W. Redman as requested by the Chairmen of the Trustees' Committees under date of April 22,1920.

On motion of Dr. Smith, it was

VOTED: To instruct the President to reconsider with the Supervisor of Administration the question of extra compensation for Mr. Ralph W. Redman.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On motion of Mr. Bowditch, it was

VOTED: That if after further representation to the Supervisor of Administration, extra compensation to Mr. Redman is not allowed, the President, on behalf of the Trustees be authorized to present the case to the Governor and Council.

Mr. R.W.Redman Extra Compensation

On motion of Mr. Ellis, it was

VOTED: To grant a leave of absence, without pay, to Miss Laura Comstock from October 1, 1920 to June 30, 1921.

Miss Comstock Leave of Absence

The President reported that Mr. C.H. Abbott had been absent from College work, on account of illness, since February 1, 1920, and reported that if Mr. Abbott's health permits, it will be desirable to continue Mr. Abbott in the employ of the College for the next College year.

C.H.Abbott Illness

On motion of Dr. Smith, it was

VOTED: That the salary of Mr. C. H. Abbott be continued until August 31, 1920, and that continued employment of Mr. Abbott beyond that date be contingent on his health enabling him to carry satisfactorily full-time work.

C.H. Abbott Salary

The President presented a petition from members of the clerical staff of the institution requesting shorter hours during July and August, and it was

Petition Clerical Staff

VOTED: To return, without granting, the petition.

It was

VOTED: That the question of a leave of absence for Dr. George H. Chapman for three months, beginning January 1, 1921 be left to the Chairman of the Committee on Experiment Station, the President and Director of the Experiment Station, with power.

Dr.G.H.Chapman Leave of Absence.

It was

Oscar Carlson Tuition

VOTED: To admit without the payment of tuition, Mr. Oscar Carlson, who desires to register in the Two-Year Course.

It was

Admission of foreign students

VOTED: To leave to the President, subject to the approval of the Governor, such questions as may arise in the future relative to the admission of foreign students without the payment of tuition.

As recommended by the President, it was

Infirmary Resident Nurses

VOTED: That the President be authorized to provide for two resident nurses at the Infirmary, each to be paid $1000, per year, with no allowance for subsistence; further that the Infirmary charge for students be increased to $2.00 per day.

Woman's Farm and Garden Association Living Room Woman's Bldg.

The President reported that the New England branch of the Woman's Farm and Garden Association had notified him that they had assumed the responsibility of furnishing the living room in the new Woman's Building up to an expense of $2,000.

It was

VOTED: That the President express the appreciation of the Trustees for the gift from the Woman's Farm and Garden Association.

Gift of Plaster Cast Minute Man

The President reported that the College has received from Mr. William Wheeler of the Class of '71 the gift of a plaster cast by Caproni of the Daniel Chester French statue of the Minute Man at Concord.

It was

VOTED: That the Trustees hereby express their cordial appreciation to Mr. Wheeler for the gift to the College of the plaster cast of the Minute Man at Concord.

It was

VOTED: That the Trustees request Mr. Ellis to take up with the proper state officials the question of whether it is necessary for the Trustees to secure permission in advance to hold luncheon meetings in Boston.

Permission to hold Luncheon Meetings

On motion of Mr. Bowditch, it was

VOTED: To leave to the President, with power, the question of the basis upon which the College may administer funds donated to the College, from private sources, for the support of designated research projects.

Funds from Private Sources for research projects

The President stated that up to the present time no action had been reported by the Supervisor of Administration on the schedule of salary increases voted by the Chairmen of the Trustees' Committees on April 22, 1920, and filed with the Supervisor of Administration on April 30, 1920.

Salary Increases

It was

VOTED: That Messrs. Smith, Ellis, Wheeler, President Butterfield and Dean Lewis represent the Trustees in such representations before the Governor and Council as may seem necessary with respect to salary increases.

It was

VOTED: To approve the establishment of the following new positions subject to such modification in details as may seem expedient to the Committee named in the preceding vote.

Establishment New positions

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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## NEW POSITIONS

New Positions

| Position: | Salary |
|---|---|
| Instructor in Horticultural Manufactures | $1560 |
| Instructor in Rural Home Life | 1560 |
| Assistant Professor Citizenship | 2160 |
| Clerk, Treasurer's Office | 960 |
| Clerk, Horticultural Manufactures | 960 |
| Clerk, Agricultural Economics | 840 |
| Clerk, Library | 900 |
| 2 Clerks, Extension Service | 1800 |
| 10 Additional Graduate Assistants | 7200 |
| Dairying 2 | |
| Pomology 1 | |
| Landscape Gardening 1 | |
| General Horticulture 1 | |
| Botany 1 | |
| Entomology 1 | |
| Chemistry 2 | |
| Microbiology 1 | |
| | $17940 |

Alterations Old Chapel

The President presented plans and estimates for alterations at the Old Chapel, contemplating its use for Library purposes, and indicated that to carry out this plan means leaving the women students without gymnasium facilities, and also, in the opinion of the Librarian the employment of at least one additional Library Assistant.

It was

Preliminary Studies of Needed Buildings

VOTED: To authorize an expenditure, not to exceed $750, for preliminary studies by the architect, of buildings needed during the next ten or twelve years.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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The President laid before the Trustees a plan for the celebration of the Semi-Centennial celebration which has taken the form of a "Year of Jubilee" and includes a series of important conferences, as well as alumni reunions.

Year of Jubilee

It was

VOTED: That a Committee of the Trustees be appointed to act with the President in soliciting such funds from private sources as may be needed in addition to available College funds to carry out the proposed program.

The President referred to the desirability of an early decision relative to the "Terms of Employment" which in the future should be the basis for appointments to the staff of the institution, and it was

Terms of Employment

VOTED: To make the consideration of the "Terms of Employment" a special order of the business at the next meeting of the Trustees.

It was

VOTED: That a special meeting of the Trustees be called at such a date in September 1920, as the President may designate for the purpose of considering the Legislative Budget of 1921.

Budget 1921

The meeting adjourned at 12:15 P. M.

Charles A. Gleason Chairman

Ralph J. Watts Secretary

Indexed

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF TRUSTEES

City Club, Boston,Mass., September 17, 1920.

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The Trustees met at 9:50 A. M. with the Chairman, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Dewey, Ellis, Gerrett, Gilbert, Howe, Wheeler, and President Butterfield. Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was sent:

Amherst, Mass.,
September 8, 1920.

To the Trustees of the
Massachusetts Agricultural College.

Gentlemen:

Call for the Meeting

In accordance with the vote of the Trustees of June 21, 1920, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 9:30 A. M., Friday, September 17, 1920.

The purpose of the meeting will be to consider the budget for the next fiscal year, to consider the memorandum relative to terms of employment of members of the staff and to transact such other business as may properly come before the meeting.

Respectfully yours,
Ralph J. Watts,
Secretary.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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The minutes of the meeting of June 21, 1920 were approved without reading.

The following resignations were by vote accepted.

L. Wayne Arny, Supervisor of Correspondence Courses and Editor of Extension Service Publications, August 31, 1920.

Evelyn Brewster, Private Secretary, President's Office, September 11, 1920.

Ruth Brooks, Clerk, Treasurer's Office, September 11, 1920.

Arthur M. Clarke, Assistant Chemist, September 30, 1920.

Roy B. Cooley, Extension Instructor in Animal Husbandry, August 31, 1920.

Herbert P. Cooper, Assistant Professor of Agronomy, September 28, 1920.

A. Lawrence Dean, Instructor in Poultry Husbandry, August 31, 1920.

Resignations

Louise J. Delano, Library Assistant, August 16, 1920.

Marion F. Dondale, Clerk, Graduate School and Dept. of Microbiology, September 15, 1920.

Hazel Donovan, Clerk, Extension Service, June 30, 1920.

Charlotte E. Erickson, Clerk, Treasurer's Office, October 6, 1920.

Margaret Gaskell, Clerk, Registrar's Office, September 13, 1920.

Henry E. Haslett, Extension Specialist in Sheep Husbandry, August 31, 1920.

Marion Hawthorne, Stenographer, Extension Service, September 15, 1920.

John C. McNutt, Professor of Animal Husbandry, August 31, 1920.

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Resignations

Frederick G. Merkle, Instructor in Agronomy, August 31, 1920.

Robert W. Neal, Associate Professor of English, September 30, 1920.

Marjorie T. Silcox, Clerk, President's Office, September 3, 1920.

Mary Smith, Clerk, Dept. of Agricultural Economics, July 31, 1920.

Clara A. Swift, Clerk, Extension Service, September 8, 1920.

Gilbert S. Watts, Instructor and Foreman in Vegetable Gardening, September 30, 1920.

It was

VOTED: To approve the following new appointments:

New Appointments

Florence Archibald, Stenographer, Library, $900, September 13, 1920.

Jessie Bacharach, Matron, Women's Building, $100 per month, September 1, 1920.

Margery Burnett, Junior Assistant Librarian, $960, September 1, 1920.

Grace Charman, Resident Nurse, $1000, September 1, 1920.

Marguerite Davis, Resident Nurse, $1000, September 1, 1920.

Rose Delaney, Stenographer, Dept. of Rural Sociology, $900, September 20, 1920.

Margaret Fish, Clerk, President's Office, $840, September 1, 1920.

Lawrence R. Grose, Prof. and Head of Dept. of Forestry, $2500, September 1, 1920.

E. A. Harrington, Professor of Physics, $2820, September 1, 1920.

Katherine Harris, Stenographer, Dept. of Agronomy, $840, July 1, 1920.

Ernest F. Holland, Clerk, Dept. of Physical Education, $1200, September 8, 1920.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Brooks Jakeman, Instructor in Physical Education, $90 per month, September 1, 1920.

Aline J. Legare, Stenographer, Division of Agriculture, $840, August 1, 1920.

Louis M. Lyons, Extension Editor and Supervisor of Correspondence Courses, $2580, July 16, 1920.

Marion McCarthy, Stenographer, Treasurer's Office, $840, September 1, 1920.

Edith E. Meehan, Clerk, Market Garden F. S.,$900, September 1, 1920.

Katherine K. Middleton, Assistant Librarian, $1200, September 15, 1920.

Doris Millett, Stenographer, Extension Service, $780, September 1, 1920.

James Neill, Instructor in Microbiology, $1320, September 1, 1920.

Mrs. James Neill, Clerk, Treasurer's Office, $900, September 1, 1920.

New Appointments

Juliet O'Donnell, Stenographer, Registrar's Office, $900, September 3, 1920.

Mildred C. Putney, Stenographer, Extension Service, $780, September 1, 1920.

Lucy Queal, Assistant State Home Demonstration Agent, $200 per month, July 15, 1920.

Helen Rand, Private Secretary, Division of Rural Social Science, $1200, August 1, 1920.

Josephine B. Reed, Stenographer, Extension Service, $780, September 1, 1920.

William F. Robertson, Instructor in Horticultural Manufactures, $1560, October 1, 1920.

Ora E. Rouleau, Stenographer, Division of Horticulture, $780, July 1, 1920.

William E. Ryan, Instructor in Poultry Husbandry, $1800, October 1, 1920.

New Appointments

S. M. Salisbury, Prof. and Head of Dept. of Animal Husbandry, $3600, October 15, 1920.

Adelbert Sheffield, Superintendent of Dairy Manufactures, $2000, August 6, 1920.

Sadie Shores, Clerk, Extension Service, $600, July 1, 1920.

Miriam I. Spencer, Clerk, Treasurer's Office, $900, August 10, 1920.

Raymond W. Swift, Assistant Chemist, Experiment Station, $1440, October 1, 1920.

A. L. Tower, Instructor in Physics, $1560, September 1, 1920.

*C. E. Trout, Assistant Professor of Agronomy, $2200.

Catherine H. White, Stenographer, Extension Service, $780, September 1, 1920.

It was

VOTED: To approve the following transfers and promotions.

Transfers and Promotions

Katherine Gardner, transfer in Division of Agriculture. Salary increased from $900 to $1080.

Edith Robinson, transfer in President's Office from Clerk to Private Secretary. Salary increased from $900 to $1200.

Helen Reardon, transfer in Extension Service. Salary increased from $780 to $960.

Dr. Sprague Leave of Absence

The President reported that in accordance with a mail vote of the Trustees' Committee on Course of Study and Faculty, he had authorized a leave of absence for Prof. R. J. Sprague for the coming college year without pay.

*Did not accept appointment.

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The following arrangements for carrying the work in Prof. Sprague's department were approved.

The employment of Prof. John M. Tyler of Amherst College for one course of five hours in the second term at $500 for the service.

Prof. Tyler Employment of

The employment of Prof. James W. Crook of Amherst College for one course, three hours, throughout the year for the sum of $1000.

Prof. Crook Employment of

The teaching of one course of five hours per week during the first term by Prof. N. L. Sims of the Department of Rural Sociology of the College without extra pay.

Prof. Sims Work in Dr. Sprague's Department

One course each term in History and Government by Prof. Laurence H. Parker of the College faculty, Prof. Parker also to be Acting Head of the Department during Prof. Sprague's absence, with the request to the Supervisor that Prof. Parker be allowed $300. in addition to his regular salary for this service.

Prof. L.H.Parker Acting Head Dept. Economic Sociology

It was

VOTED: To recommend to the Supervisor of Administration that the salary of Richard L. Holden be increased to $2160 per year from date of October 1, 1920.

R.L. Holden Salary

It was

VOTED: To authorize the President to arrange if possible for the appointment of an additional member of the staff of Agricultural Education at a salary of $2500 per year, three-fourths of which salary together with traveling expenses to be paid from the Smith-Hughes funds.

Dept. of Agricultural Education Appointment Additional Member

It was

VOTED: To endorse the project presented by Prof. Lockwood for work with the New England Dairy and Food Council, and to approve the following adjustment for such service.

Prof. Lockwood Work with New England Dairy & Food Council

1. That he be allowed to work on the project four days each week, and at the College two days each week until the permanent organization of the work is completed and the necessary support provided for its continuance.

2. That after the permanent organization is completed and support secured he continue to work on the basis of two days residence work at the College and a leave of absence without pay four days per week or two-thirds time until September 1, 1921.

It was

Dr. Gilbert Investigate Codification of State Laws

VOTED: That Dr. Gilbert be requested to investigate the codification of the State Laws, now in progress, for the purpose of ascertaining the effect on the College of such codification.

It was

Conference on Extension Service Projects, & other phases of college work.

VOTED: That the President be authorized to arrange for a Trustee conference at Amherst on October 8 and 9 for the purpose of hearing reports on Extension Service projects and on such other phases of the work of the College as the President may deem expedient.

J. L. Kelley Salary

VOTED: That the salary of J. L. Kelley, foreman at the cranberry station be increased to $1500 per year from December 1, 1920.

Land Transfer

VOTED: That an area of approximately twenty-five acres of land now in charge of the Department of Pomology of the College be transferred to the control of the Experiment Station for research work in Pomology.

Tillson Farm Transfer to Dept. Poultry Husbandry

VOTED: That the Tillson Farm be transferred to the Department of Poultry Husbandry for experimental purposes, subject to such arrangements regarding the care of the land during its development for this purpose as may seem necessary; further that that part of the farm which is not used for poultry husbandry purposes shall remain under the supervision of the Director of the Experiment Station.

VOTED: That a reclassification of the expenses of the Market Garden Field Station be made, making the project a part of the regular work of the Experiment Station and of the Extension Service.

Reclassification Expenses M.G.F. Station

VOTED: That one-half acre of land situated on the west side of Pleasant Street and south of the Phi Sigma Kappa fraternity property, be rented to the Theta Chi fraternity for a term of seventy-five years at an annual rental of $125; the area to have a frontage of 150 feet more or less on Pleasant Street and to allow for a right of way 40 feet wide on the northerly line.

Theta Chi Fraternity Land Rental

VOTED: That no charge be made by members of the Staff judging at agricultural fairs in Massachusetts and that their expenses be paid by the Extension Service.

Expenses Judges at Agricultural Fairs

VOTED: That permanently employed laborers be granted two weeks vacation annually with pay provided such is in harmony with the practice of other state institutions.

Vacation for Laborers.

VOTED: That the salary of Miss Diether as Manager of the Dining Hall be increased to $150 per month.

Miss Diether Salary

VOTED: That the salary of Miss Grace M. Corbett be increased to $1020. from date of September 1, 1920.

Miss G.M. Corbett Salary

VOTED: That when personally owned automobiles are used in the work of the College, the same rate of compensation per mile be allowed, as that established in other state institutions.

Automobiles Rate per mile

VOTED: That minor changes in courses of study including additional courses in existing departments not involving the question of institutional policy and not involving additional instructors become operative on approval of the President and faculty.

Course of Study Changes

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Woman's Bldg. Name

The Trustees received a recommendation concerning the name to be assigned to the Women's Building. It was

VOTED: To lay this report on the table until later in the session.

The President submitted the budget for current expenses and for special appropriations for 1921. In this connection the President, Mr. Wheeler, and Mr. Ellis reported on the situation as affecting the increases in salary for members of the staff for 1920.

Budget 1921

After consideration of the budget, it was

VOTED: To approve as the tentative budget for State appropriation for 1921, a sum of $1,002,780 for current expenses and for $854,840 for additional land, buildings, improvements and new equipment, the latter to include the following items.

Budget 1921

| | |
|---|---|
| Improvements at Power Plant | $76,000 |
| Addition to Rural Engineering Building | 30,000 |
| Macadam Road | 8,000 |
| Administration Bldg. for Market Garden F.S. | 10,000 |
| Chemistry Laboratory | 600,000 |
| Miscellaneous Improvements and Equipment | 75,000 |
| House for Farm Superintendent | 8,000 |
| Poultry Breeding and Judging Laboratory | 8,000 |
| Tennis Courts and Gymnasium for Women Students | 13,500 |
| Purchase of Brooks' Farm | 16,340 |
| Equipment for Tillson Farm | 10,000 |
| | $854,840 |

Further that the details of the budget be referred with power to a committee consisting of Dr. Smith, President Butterfield, Mr. Ellis, Mr. Wheeler and Mr. Bowditch.

By request, Mr. Gleason is hereby recorded as opposed to the inclusion in the above list of the item of $600,000 for a Chemistry Laboratory.

The President raised the question of the desirability of granting a bonus to those members of the staff whose salary increase as recommended by the Trustees was not approved by the Supervisor of Administration. It was

Salaries Bonus

VOTED: To refer this matter to the special committee on budget details.

It was

VOTED: To refer to the Committee on Buildings and Arrangement of Grounds with power the selection of a name for the Women's Building.

Name for Women's Building

VOTED: To be the opinion of the Trustees that the building should be named in honor of a woman.

Consideration was given to the memorandum on "Terms of Employment" of members of the Staff. It was

Terms of Employment

VOTED: To refer this question to the Committee on Course of Study and Faculty for consideration and report.

It was

VOTED: To ask a special committee consisting of Dr. Smith, President Butterfield and Mr. Bacon to consider the advisability of attempting to secure an amendment to certain existing laws, whereby the authority of the Trustees in managing the College is limited, and to report to the Trustees at the January 1921 meeting.

Laws Authority of Trustees

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Institutional Policy

VOTED: To authorize the President to take such steps as to him seem advisable, to place before various groups of people in the Commonwealth, certain questions of institutional policy with the purpose of enlisting their cooperation and support in formulating plans for the future, including adequate financial support and to report to the Board as soon as possible.

Notable Events Memo. of

The President submitted a memorandum of notable events occurring in the near future and in which the Trustees are likely to be interested.

The meeting adjourned at 2:10 P. M.

Charles A. Gleason Chairman

Ralph J. Watts Secretary.

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Indexed

Stockbridge Hall, M.A.C., Amherst, October 8, 1920

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Messrs. Wheeler, Frost, Dewey, Howe and President Butterfield met at 2:30 P. M., and listened to reports on Extension Service projects presented by members of the Extension Service Staff in charge of each.

The conference closed at 5:00 P. M.

Charles A. Gleason Chairman

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, January 6, 1921

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The Trustees met at 6:00 P. M. with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gerrett, Howe, Pollard, Preston, Richardson, Wheeler, Butterfield, also Lewis, Kenney, Waugh, Haskell, Marshall, Phelan and Willard.

The following call for the meeting was sent:

Amherst, Mass.
December 28, 1920

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

At the request of three members, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 5:30 P. M., Thursday, January 6, 1921. The purpose of the meeting will be to hear annual reports of the Dean and the Directors of the Extension Service, Experiment Station, Graduate School and Short Courses.

Yours very truly,
Ralph J. Watts,
Secretary.

Directors' Reports

Annual reports were presented by the following administrative officers: Dean E. M. Lewis, Directors C. E. Marshall, John D. Willard, S. B. Haskell, and John Phelan. The Secretary of the College also presented various tables and statistics.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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The meeting adjourned at 9:15 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF THE ANNUAL MEETING OF THE TRUSTEES

Room 489, State House, Boston, January 7, 1921.

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The meeting was called to order at 9:40 A. M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gerrett, Gilbert, Howe, Preston, Richardson, Wheeler, and President Butterfield. Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was read:

Amherst, Mass.
December 28, 1920

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

Persuant to the provisions of the by-laws, the annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136, State House, Boston, at 9:30 A.M., Friday, January 7, 1921.

Yours very sincerely,
Ralph J. Watts,
Secretary.

On motion it was

Approval of Minutes

VOTED: To approve, without reading, the minutes of the meeting of September 17, 1920.

VOTED: To ratify the actions of the various Trustee Committees for the past year.

On motion it was

VOTED: That the Chairman appoint a committee to notify the Governor that the Trustees of the Massachusetts Agricultural College are meeting in annual session.

Pursuant to the above vote the Chairman appointed Messrs. Ellis and Bowditch.

On motion of Mr. Frost it was

Nominating Committee

VOTED: That the Chairman appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

Pursuant to the above vote, the Chairman appointed Messrs. Preston, Howe, and Bowditch.

On motion of Dr. Dewey it was

VOTED: To accept the following resignations:

Resignations

Nellie V. Barkhouse, Clerk, Department of Rural Home Life, November 19, 1920.

Noellia C. Duval, Clerk, Power Plant, November 3, 1920.

Catherine A. Harrington, Stenographer, Department of Agricultural Economics, October 25, 1920.

Richard L. Holden, Instructor in Animal Husbandry, October 15, 1920.

Brooks F. Jakeman, Instructor in Physical Education, November 30, 1920.

Earl Jones, Extension Professor of Agronomy, November 20, 1920.

Frances Powers, Clerk, Department of Dairying, September 15, 1920.

Miriam Spencer, Clerk, Treasurer's Office, November 26, 1920.

Ellen Welsh, Stenographer, Department of Botany, November 5, 1920.

Mrs. Celena M. Baxter, Clerk, Department of Microbiology, December 31, 1920.

Helen M. Norris, Assistant State Club Leader, December 18, 1920.

Loyal F. Payne, Professor of Poultry Husbandry, January 31, 1921.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

On motion it was

VOTED: To confirm the following new appointments:

New Appointments

Esther W. Arp, Stenographer, Extension Service, $960. November 1, 1920.

May G. Arthur, Stenographer, Department of Rural Home Life, $900., December 1, 1920.

Celena M. Baxter, Clerk, Department of Microbiology, $960. October 1, 1920.

Francis P. Clark, Instructor in Mathematics, $1560. September 1, 1920.

Hazel E. Donavan, Clerk, Power Plant, $960. November 1, 1920.

William L. Dowd, Instructor in Entomology, $150. per month, October 21, 1920 - June 30, 1921.

Florence E. Day, Stenographer, Extension Service, $900. October 1, 1920.

Roy D. Harris, Instructor in Market Gardening, $1800. September 27, 1920.

Catherine E. Honney, Stenographer, President's Office, $900. September 27, 1920.

Lucy M. Queal, Assistant State Home Demonstration Agent, $200. per month, October 1, 1920 - June 30, 1921.

Ruth L. Rodwaye, Clerk, Treasurer's Office, $900. December 1, 1920.

Marie Sayles, Asst. Supervisor, Home Demonstration Projects, $2580. June 1, 1920.

Harriet A. Smith, Clerk, President's Office, $960. October 5, 1920.

Mary A. Smith, Clerk, Department of Agricultural Economics, $1020. October 1, 1920.

Julia G. Strahan, Instructor in Home Economics, $1560. October 1, 1920.

Weston C. Thayer, Instructor in Animal Husbandry, $1740. October 27, 1920.

Guy A. Thelin, Instructor in Agronomy, $1680. October 1, 1920.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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New Appointments since November 30, 1920

Elizabeth Coleman, Clerk, Department of Microbiology, $960. January 1, 1921.

William E. Philbrick, Assistant Extension Professor of Landscape Gardening, $2520. January 3, 1921

The President reported on the income which Dr. William P. Brooks and certain other members of the staff would receive through the State Retirement Fund if they retire at the age of seventy, and it was

Retirement Allowance

VOTED: To instruct the finance committee to ascertain from the Attorney General and the Secretary of the State Retirement Fund what special adjustment, if any, can legally be made with respect to an adequate retirement allowance for members of the staff of the Massachusetts Agricultural College, who will retire at the age of seventy after a limited period of contribution to the retirement fund.

Special Cases.

On motion of the President it was

VOTED: To refer to a committee, consisting of the Chairman of the Experiment Department Committee, the President, and the Director of the Experiment Station, the consideration with the Supervisor of Administration, and if deemed expedient with the Attorney General, the question of the use, in harmony with the provision of the law, of the unexpended balance of funds received in the operation of the Fertilizer Control Law.

Fertilizer Control Law

Unexpended Funds

On motion of Mr. Ellis it was

VOTED: That the President and Director of the Extension Service confer with the Supervisor of Administration, and if necessary with the Attorney General, relative to a clearer understanding as to the authority of the Supervisor of Administration in connection with the expenditure of Federal funds designated for Extension Service purposes.

Federal Funds, Control of

It was

VOTED: That application be made to the Supervisor of Administration for the approval of extra com-

H. F. Judkins Extra Compensation

pensation in the amount of $25.00 per month for Professor H. F. Judkins as Acting Head of the Department of Dairying, from January 1, 1921 and to continue until Professor Lockwood's return.

On recommendation of the committee on Experiment Department it was

Research Fellowships

VOTED: That the Experiment Station hold itself ready to co-operate in the establishment of research fellowships, under such form of contract as will require independent, unbiased publication of whatever results are secured; and under a financial arrangement whereby the salary cost of the investigation, all field and traveling expenses, and any extraordinary laboratory expenses shall be met by the donor of the fellowship.

On recommendation of the committee on Course of Study and Faculty, it was

J. S. Chamberlain Leave of Absence

VOTED: That application be made to the Attorney General through the Commissioner of Education, for a leave of absence for Dr. J. S. Chamberlain for one year on half pay.

D. W. Sawtelle Salary

VOTED: That the salary of D. W. Sawtelle of $2750 per year become effective December 1, 1920.

W. C. Sanctuary Appointment

VOTED: That subject to the approval of the Chairman of the Committee on Course of Study and Faculty, William C. Sanctuary be appointed Professor of Poultry Husbandry at a salary of $2820 per year, effective September 1, 1921.

Terms of Employment.

VOTED: To approve as amended, and adopt the memorandum of Terms of Employment as submitted, and that there be referred to the Attorney General for his opinion such articles of this memorandum as may be determined by Commissioner Smith, President Butterfield, and Mr. Bacon.

On motion of Mr. Gilbert it was

VOTED: That the details of the administration of the Terms of Employment be left with the Chairmen of the Trustee Committees.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On recommendation of the committee on Buildings and Arrangement of Grounds, it was

VOTED: To approve the following plan for the management of Memorial Hall:

The management of the Memorial Building shall be vested in a committee known as the "Board of Managers of Memorial Hall." The Committee shall be created jointly by the Associate Alumni and the President and Trustees of the Massachusetts Agricultural College and the Student Senate. The duties of the Board shall be:

1. To manage the building in harmony with the designated purpose of the donors.

Memorial Hall Management.

2. To have charge of the building with respect to conduct and to be responsible for its proper use and up-keep.

3. To assign offices to the various student activities and to regulate the dates of public affairs held in the Auditorium and Social Room.

The Board shall be composed of the following:

Two students appointed by the Senate
Three alumni appointed by the Associate Alumni
Two members of the Faculty appointed by the President.
The Treasurer of the College, ex officio, as general custodian of college property
The President of the College, ex officio, representing the Trustees.

The appointment of members shall be made annually for terms of one year.

The Board shall meet annually in September (or in June) and elect such officers as it may consider necessary.

VOTED: That the Chemistry laboratory be located in the area west of the West Experiment Station and east of Draper Hall.

Chemistry Laboratory Location

College Buildings, Naming of

VOTED: To adopt the following policy with respect to naming of college buildings: That a college building may be named after a person still living, provided he has reached the age of seventy and has no active connection either with the Board of Trustees or with the salaried staff of the institution.

Fernald Hall

VOTED: That the Entomology laboratory be named Fernald Hall in honor of Professor Charles H. Fernald.

It was

Greenough Hall

VOTED: To lay on the table the recommendation of the committee on Buildings and Grounds that the chapel be named Greenough Hall in honor of J. C. Greenough.

Governor Cox

At 11:00 A. M., His Excellency, The Governor, Channing H. Cox, came to the meeting; on account of other pressing engagements he was not able to remain longer than to extend his greetings to the Trustees.

Building Plans, 1921

The Committee on Buildings and Grounds reported on plans and estimates for the various items for special appropriations included in the legislative budget of 1921, and it was

VOTED: To accept and approve the report as presented.

President's Report

The President read his annual report for the year ended November 30, 1920. After discussion, this report was by vote accepted and adopted as the report of the Trustees.

Laws

The President, representing the special committee on the modification of existing laws effecting the administration of the college, made a report of progress.

On motion of Mr. Gerrett it was

VOTED: To rescind the vote of September 17, 1920, relative to members of the staff judging at agricultural fairs in Massachusetts without expense to the fairs.

Agricultural Fairs, Judges

At 12:40 P. M., the Trustees adjourned to the City Club for luncheon and for the continuation of their executive session.

On recommendation of the committee on Buildings and Grounds it was

VOTED: To endorse the bill which the Massachusetts Fruit Growers contemplate introducing into the current Legislature, seeking an appropriation of $50,000 for a laboratory for the Department of Horticultural Manufactures at the Massachusetts Agricultural College.

Horticultural Manufactures Laboratory

Mr. Ritchie presented plans for the Chemistry laboratory and preliminary plans for various new buildings contemplated for future consideration.

Building Program

The President presented an additional list of building requirements which should be considered in a ten year building program.

On motion of Mr. Bowditch it was

VOTED: That the plans for new buildings contemplated be referred to the committee on Buildings and Grounds for consideration, and report to the Trustees.

The Treasurer presented his annual report for the year ended November 30, 1920, accompanied by a report of the Auditor; both of these reports were by vote accepted.

Treasurer's Report.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Support Campaign

Pursuant to the vote of the Trustees of September 17, 1920, the President presented a memorandum outlining a comprehensive campaign for public support of the college.

On motion of Mr. Bowditch, it was

VOTED: That the Trustees approve and endorse the plan for a campaign for public support of the college as presented by the President.

The President reported on recommendations of the Supervisor of Administration for current expenses for the current fiscal year.

The nominating committee presented its report, and in accordance therewith the following officers were duly elected, and standing committees appointed for the ensuing year.

Officers

OFFICERS OF THE CORPORATION

Governor Channing H. Cox, President
Charles A. Gleason, Vice-President
Ralph J. Watts, Secretary
Fred C. Kenney, Treasurer
Charles A. Gleason, Auditor

STANDING COMMITTEES OF THE CORPORATION

COMMITTEE ON FINANCE

Charles A. Gleason, Chairman
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Atherton Clark

COMMITTEE ON COURSE OF STUDY AND FACULTY

William Wheeler, Chairman
Elmer D. Howe
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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## COMMITTEE ON FARM

Nathaniel I. Bowditch, Chairman
Frank Gerrett
Carlton D. Richardson
George H. Ellis
Arthur W. Gilbert

## COMMITTEE ON HORTICULTURE

Harold L. Frost, Chairman
Charles A. Gleason
Charles H. Preston
Elmer D. Howe
Arthur W. Gilbert
Atherton Clark

## COMMITTEE ON EXPERIMENT DEPARTMENT

Charles H. Preston, Chairman
Arthur W. Gilbert
Carlton D. Richardson
Arthur G. Pollard
Harold L. Frost

## COMMITTEE ON BUILDINGS AND GROUNDS

George H. Ellis, Chairman
Frank Gerrett
William Wheeler
James F. Bacon
Charles H. Preston
Atherton Clark

## COMMITTEE ON EXTENSION SERVICE

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Arthur W. Gilbert
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon

## COMMITTEE ON LEGISLATION

Charles A. Gleason, Chairman
George H. Ellis
Frank Gerrett
William Wheeler
Carlton D. Richardson
James F. Bacon

The meeting adjourned at 3:40 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF THE MEETING OF CHAIRMEN OF TRUSTEE COMMITTEES

Boston City Club, April 21, 1921

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The Committee convened at 12:45 P. M. Mr. Charles A. Gleason was chosen chairman.

PRESENT: Messrs. Gleason, Bowditch, Ellis, Frost, Howe, Preston, Wheeler, and President Butterfield. Dean Lewis, Mr. Kenney and Directors Haskell, Willard, and Phelan were also present.

It was

Agricultural College Trustees

VOTED: That the Trustees be represented at the meeting of Trustees of Agricultural Colleges of New England and other Northeastern States, to be held in New York City, April 30, 1921.

By vote, Mr. Frost was chosen to represent the Trustees on the occasion above referred to.

Semi-Annual Meeting, Date of

There ensued a discussion as to the date during the forthcoming Commencement week when the Semi-Annual Meeting of the Trustees should be held, and it was agreed that the meeting should be called for 8:30 Saturday, June 11th.

The President submitted schedules indicating the legislative appropriations for 1921, also proposed department apportionments for the current year, and salary increases to become effective June 1, 1921. The Directors explained their respective budgets in detail

and indicated the effect upon their work by the impossibility, on account of the restricted legislative appropriation, to establish new positions or to fill certain existing vacancies.

Current Apportionment

After the schedule for department apportionments had been examined in detail, it was

VOTED: To approve as presented the budget for department apportionments for the current fiscal year for the Academic and Administrative Departments, Experiment Station, Control Service, Extension Service, and Short Courses.

The schedule for proposed salary increases was considered in detail and with certain amendments was approved as submitted.

Salary Increases

It was

VOTED: To leave to the Committee on Course of Study and Faculty with power the consideration of the filling of existing vacancies and creating new positions in the departments of instruction.

Vacancies and New Positions

VOTED: To leave to the Committee on Buildings and Grounds with power the distribution of the appropriation of $25,000 for improvements and equipment.

Improvements and Equipment

The meeting adjourned at 4:30 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Salary Increases

SCHEDULE OF SALARY INCREASES TO BECOME EFFECTIVE
June 1, 1921.

Presented by the Trustees, April 21, 1921

To the Supervisor of Administration.

| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Lewis, E. M. | 4800 | 5400 | 5000 |
| Kenney, F. C. | 4500 | 4800 | No increase |
| Watts, R. J. | 3060 | 3600 | No increase |
| Robinson, E. | 1200 | 1320 | 1320 |
| Honney, C. | 900 | 960 | 960 |
| Fish, M. | 840 | 900 | 900 |
| Smith, H. | 960 | 1080 | 1080 |
| Hollis, G. | 780 | 840 | 840 |
| Bishop, E. | 1320 | 1440 | 1440 |
| Martin, H. | 960 | 1020 | 1020 |
| Corbett, G. | 1020 | 1080 | 1080 |
| Milne, G. L. | 900 | 960 | 960 |
| Hallowell, E. | 960 | 1020 | 1020 |
| *Broadfoot, M. | 540 | 600 | 600 |
| Rodwaye, R. L. | 900 | 960 | 960 |
| O'Donnell, J. | 900 | 960 | 960 |
| Turner, O. | 1140 | 1200 | 1200 |
| Broadfoot, J. | 2000 | 2160 | 2160 |
| Beaumont, A. B. | 3000 | 3120 | 3120 |
| Thelin, Guy | 1680 | 1800 | 1800 |
| Rice, V. A. | 2400 | 2640 | 2640 |
| *Lockwood, W.P.B. | 2600 | 2800 | 2800 |
| Judkins, H. F. | 3000 | 3120 | 3120 |
| Graham, J. C. | 3600 | 3900 | 3900 |
| Gunness, C. I. | 3450 | 3720 | 3720 |
| Pushee, G. F. | 1800 | 1980 | 1980 |
| Waugh, F. A. | 4200 | 4500 | 4500 |
| Harrison, A. K. | 2700 | 2820 | 2820 |
| Thayer, C. L. | 2340 | 2700 | 2700 |
| Sears, F. C. | 3750 | 4000 | 4000 |
| Drain, B. D. | 2160 | 2340 | 2400 |
| Chenoweth, W. W. | 3060 | 3600 | 3420 |
| Robertson, W. F. | 1560 | 1680 | 1680 |
| Dacy, A. L. | 2820 | 3000 | 3000 |

* Part Salary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Thompson, C. H. | 2700 | 2940 | 2820 |
| Osmun, A. V. | 3300 | 3600 | 3600 |
| Torrey, R. L. | 1800 | 2200 | 2160 |
| *Anderson, P. J. | 2100 | 2220 | 2220 |
| *Clark, O. L. | 1290 | 1410 | 1410 |
| McLaughlin, F. A. | 2040 | 2200 | 2200 |
| Serex, Paul | 2160 | 2340 | 2340 |
| Peters, C. A. | 3180 | 3420 | 3420 |
| Chamberlain, J. S. | 3180 | 3480 | 3480 |
| Fernald, H. T. | 3240 | 3480 | 3480 |
| Regan, W. S. | 2340 | 2580 | 2580 |
| Crampton, G. C. | 2820 | 3060 | 3060 |
| *Ostrander, J. E. | 2520 | 2820 | 2820 |
| Moore, F. C. | 2220 | 2460 | 2460 |
| Machmer, W. L. | 2940 | 3600 | 3300 |
| Clark, F. P. | 1560 | 1800 | 1680 |
| Hasbrouck, P. B. | 3600 | 3900 | 3900 |
| Tower, A. L. | 1560 | 1680 | ** |
| Gordon, C. E. | 3120 | 3420 | 3420 |
| Abbott, C. H. | 1800 | 2280 | 1980 |
| Paige, J. B. | 3120 | 3420 | 3420 |
| *Gage, G. E. | 2400 | 2520 | 2520 |
| Marshall, C. E. | 4700 | 5000 | 5000 |
| *Itano, A. | 1500 | 1680 | 1680 |
| Neill, J. M. | 1320 | 1440 | ** |
| Parker, L. H. | 2700 | 2940 | 2820 |
| Rand, F. P. | 2250 | 2580 | 2460 |
| Prince, W. E. | 2400 | 2760 | 2640 |
| Patterson, C. H. | 3120 | 3420 | 3420 |
| Mackimmie, A. A. | 3120 | 3420 | 3420 |
| Ashley, E. L. | 2700 | 2940 | 2940 |
| Julian, A. N. | 2340 | 2580 | 2580 |
| Cance, A. E. | 3450 | 3750 | 3750 |
| *Welles, W. S. | 1800 | 1950 | 1950 |
| Hart, W. R. | 3300 | 3600 | 3600 |
| Skinner, E. L. | 3120 | 3300 | 3300 |
| *Hamlin, M. | 990 | 1080 | 1080 |
| Green, C. R. | 3120 | 3600 | 3300 |
| Hicks, C. S. | 3600 | 3900 | 3900 |
| Gore, H. M. | 2400 | 3000 | 2640 |
| Arthur, May | 900 | 960 | 960 |
| Chapman, L. | 1200 | 1260 | 1260 |
| Kimball, F. B. | 1320 | 1440 | 1440 |
| Damon, V. | 900 | 960 | 960 |
| Davidson, E. | 840 | 900 | 900 |
| Burnett, M. | 960 | 1080 | 1080 |
| Fisher, L. | 1140 | 1200 | 1200 |
| *Gallond, G. | 600 | 630 | 630 |
| Hamilton, A. | 960 | 1020 | 1020 |

Salary Increases

* Part Salary
** Resigned

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Kiley, E. | 1020 | 1080 | 1080 |
| *Streeter, E. | 360 | 380 | 380 |
| Smith, M. A. | 1020 | 1080 | 1200 |
| Rand, H. | 1200 | 1200 | 1260 |
| Delaney, R. | 900 | 960 | 960 |
| Rouleau, O. E. | 780 | 840 | 840 |
| Alcock, J. R. | 1320 | 1440 | 1440 |
| *Anderson, P. J. | 720 | 780 | 780 |
| Bourne, A. I. | 1920 | 2280 | 2280 |
| Chapman, G. H. | 2820 | 3060 | 3060 |
| *Clark, O. L. | 1290 | 1410 | 1410 |
| Coffin, R. L. | 1320 | 1440 | 1440 |
| *Fernald, H. T. | 960 | 1020 | 1020 |
| Franklin, H. J. | 2700 | 2820 | 2820 |
| *Gage, G. E. | 600 | 660 | 660 |
| Gaskill, E. F. | 2520 | 2760 | 2760 |
| Goodale, H. D. | 2820 | 3000 | 3000 |
| Holland, E. B. | 3120 | 3300 | 3300 |
| Ickis, M. G. | 1320 | 1440 | 1440 |
| *Itano A. | 900 | 960 | 960 |
| Jefferson, L. P. | 2280 | 2520 | 2520 |
| Jones, C. P. | 2160 | 2340 | 2340 |
| Krout, W. S. | 2600 | 2820 | 2820 |
| *Lentz, J. B. | 1200 | 1290 | 1290 |
| Lindsey, J. B. | 3720 | 3900 | 3900 |
| Morse, F. W. | 3400 | 3600 | 3600 |
| Shaw, J. K. | 3000 | 3300 | 3300 |
| *Tompson, H. F. | 1600 | 1680 | 1680 |
| Worthley, H. N. | 1800 | 1980 | 1980 |
| Church, L. G. | 1320 | 1440 | 1440 |
| Felton, F. E. | 1200 | 1320 | 1320 |
| Mellor, R. L. | 1200 | 1260 | ** |
| *Miner, G. I. | 900 | 960 | 960 |
| O'Donnell, B. E. | 1200 | 1260 | 1260 |
| Sanborn, R. | 1020 | 1080 | 1080 |
| *Streeter, E. | 720 | 760 | 760 |
| Tower, D. | 1080 | 1140 | 1140 |
| Bradley, E. | 1320 | 1440 | 1440 |
| Haskins, H. D. | 3000 | 3300 | 3300 |
| Howard, J. T. | 1680 | 1800 | 1800 |
| *Lentz, J. B. | 1200 | 1290 | 1290 |
| Smith, P. H. | 3000 | 3300 | 3300 |
| Swift, R. W. | 1440 | 1560 | 1560 |
| Walker, L. S. | 2340 | 2580 | 2580 |
| Grover, C. B. | 1200 | 1260 | 1260 |

Salary Increase

* Part Salary
** Resigned

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Willard, W. R. | 4500 | 4800 | No increase |
| Farley, G. L. | 4000 | 4200 | No increase |
| Cole, W. R. | 2340 | 2580 | 2580 |
| Hawley, R. D. | 1800 | 1980 | 1980 |
| Howe, W. F. | 2820 | 3000 | 3000 |
| *Lockwood, W.P.F. | 1300 | 1400 | 1400 |
| Lyons, L. M. | 2580 | 2820 | 2820 |
| MacDougall, A. F. | 3000 | 3300 | 3300 |
| McFall, R. J. | 3600 | 3720 | 3720 |
| Monahan, W. C. | 2820 | 3060 | 3060 |
| Nodine, E. H. | 1800 | 1980 | 1980 |
| Parker, S. R. | 3720 | 4000 | 4000 |
| Redman, R. W. | 3750 | 4000 | 4000 |
| Reed, R. S. | 2400 | 2580 | 2580 |
| *Tompson, H. F. | 2300 | 2340 | 2340 |
| Van Meter, R. A. | 2400 | 2700 | 2700 |
| Leduc, M. C. | 1320 | 1440 | 1440 |
| Arp, E. W. | 960 | 1020 | 1020 |
| Butterworth, C. | 780 | 840 | 840 |
| Clark, S. L. | 900 | 960 | 960 |
| Davidson, M. G. | 840 | 900 | 900 |
| Day, F. E. | 900 | 960 | 960 |
| Harris, K. | 840 | 900 | 900 |
| Lee. H. | 840 | 900 | 900 |
| Legare, A. | 840 | 900 | 900 |
| *Gallond, G. E. | 600 | 630 | 630 |
| Meehan, E. E. | 900 | 960 | 960 |
| Petit, C. T. | 960 | 1080 | 1080 |
| Putney, M. | 780 | 840 | 840 |
| Reardon, H. E. | 960 | 1020 | 1020 |
| Reed, J. B. | 780 | 840 | 840 |
| Smith, R. M. | 900 | 960 | 960 |
| Tower, L. S. | 960 | 1020 | 1020 |
| White, C. H. | 780 | 840 | 840 |
| Queal, Lucy M. | 2400 | 2580 | 2580 |
| *Phelan, John | 3000 | 3300 | 3300 |
| *Abell, M. F. | 1080 | 1320 | 1320 |
| French, W. K. | 2000 | 2340 | 2340 |
| Gould, C. H. | 2160 | 2340 | 2340 |
| Grayson, E. | 1680 | 1980 | 1920 |
| *Hamlin, M. | 990 | 1080 | 1080 |
| Harris, R. D. | 1800 | 1980 | 1980 |
| Newlon, J. B. | 1500 | 1680 | 1680 |
| Ryan, W. E. | 1800 | 1980 | 1980 |
| Strahan, J. L. | 2580 | 2820 | 2820 |

* Part Salary

Salary Increases

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Thayer, C. H. | 1980 | 2160 | 2160 |
| Thayer, W. C. | 1740 | 1920 | 1860 |
| Yaxis, T. G. | 2000 | 2340 | 2340 |
| Mercier, M. | 1080 | 1200 | 1200 |
| Schuler, E. | 840 | 900 | 900 |
| Butterworth, T. | 2520 | 2820 | No increase |
| Jewett, C. A. | 2040 | 2280 | 2160 |
| Dickinson, L. S. | 2160 | 2340 | 2280 |
| Montague, E. J. | 1800 | 2100 | 1980 |
| Brown, Ruth | 840 | 900 | 900 |
| Donovan, Hazel | 960 | 1020 | 1020 |

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

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MINUTES OF THE SEMI-ANNUAL MEETING OF THE TRUSTEES

President's Office, Amherst, Mass., June 11,1921

---

The Trustees met at 8:50 A. M., with the Vice President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bowditch, Frost, Gannon, Gerrett, Gilbert, Howe, Pollard, Preston, Richardson, Wheeler, and President Butterfield.

The following call for the meeting was read:

Amherst, Mass.
May 31, 1921

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

The semi-annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene in the office of the President of the College, Amherst, Mass., at 8:30 A. M., Saturday, June 11, 1921.

Call for the Meeting

Yours respectfully,
Ralph J. Watts
Secretary.

The minutes of the meeting of January 7, 1921, were approved without reading.

Approval of Minutes

On motion of Mr. Howe, it was

VOTED: To confer the degree of Bachelor of Science on the following members of the class of 1921:

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

James Warren Alger
Harold Kenneth Allen
Henry Vaughn Allen
Charles Henry Anderson
Philip Brownell Armstrong
William Bailey, Jr.
Louis Eliot Baker
Russell Dexter Baker
Lorin Earl Ball
Carl Moller Bogholt
Raymond Woods Boynton
John Dexter Brigham
Paul Wilfred Brown
Carroll Wooster Bunker
Viola Mary Cameron
Peter Joseph Cascio
Roger Conklin Coombs
Lawrence Melville Cooper
Frank Semore Davenport
Donald Gordon Davidson
Orrin Chester Davis
Herman Nelson Dean
Donald Churchill Douglass
Charles Oliver Dunbar
George William Edman
Joseph Daniel Evers
Francis Summers Fletcher
Lorenzo Fuller
Harland Everett Gaskill
Herbert Leroy Geer
Nathan Warner Gillette
Gerald Mathew Gilligan
Howard Mason Goff
Robert Meredith Gould
Irving Emery Gray
Joseph Archibald Hagar
Harold Arthur Haskins
Emerson Francis Haslam
Frederic Howard
George Cole Howe
Harold Clayton Hunter
Davis Alden Hurd
Gordon Killam Hurd
Carlo Antonio Iorio
Robert Lambert Jones
Charles Donald Kendall
William Lincoln Kimball
Starr Margetts King
Lyle Lord Kirkland
Frank Edward Knight
Richard Bowles Lambert
Edward Browdy Landis
Arthur Whiting Leighton
Donald Ashford Lent
Newton Ewell Lincoln
George Russell Lockwood
Albert Douglass Long
Charles Gideon Mackintosh
Charles Hugh Mallon
Elton Jessup Mansell
Laurence Paul Martin
Justin Jeremiah McCarthy
Richard Adams Mellen
Philip Sanger Newell
Edward Buckland Newton
Joseph Ernest O'Hara
Walter Isaiah Palmer
Richard Charles Peck
Harold Walter Poole
Laurence Francis Pratt
Everett Carroll Preston
Isador Gabriel Quint
Morris Reed
Henry Lawrence Rice
Philip Luther Robinson
Samuel Nathaniel Rosoff
Marion Ruth Russert
Howard Jenney Sampson
Richard Herbert Sanford
Clifton William Scott
George Lewis Slate
Kenneth Wilson Sloan
Jonathan Harold Smith
Richard Watson Smith
John Dow Snow
Robert Lyman Starkey
Harry Stephen Stiles
Harrison Tietz
Reginald Drury Tillson
Emily Bird VanLennep
Richard Austin Waite
Twcharner Degraffenreidt Watkins
Milton Fuller Webster
Guy Clifford West
Frederick Kaupp Zercher

Degrees Conferred

It was

VOTED: To confer the degree of Bachelor of Science, Honoris Causa on James Congdon Powell.

It was

VOTED: To confer the degree of Master of Science on the following:

Josiah Chase Folsom
Alfred Sidney Mallorey
Reginald Killmaster Stratford
Roy Coudry Avery (On satisfactory completion of work)

It was

VOTED: To confer the degree of Doctor of Philosophy on Bennett Allen Porter.

The President reported that Mr. Charles Dickinson had recently presented the college a framed photograph of his father, Mr. M. F. Dickinson, and it was

M.F.Dickinson Portrait

VOTED: To accept this portrait, and to express to Mr. Charles Dickinson the appreciation and thanks of the Trustees for this gift.

It was

VOTED: That in the absence of Mr. Ellis, on account of illness, Mr. Wheeler on behalf of the Trustees be requested to accept the Memorial Building from the donors.

It was

VOTED: That the Trustees will interpose no objection to the payment of extra compensation to Mr. H. M. Gore, as Athletic Coach, from funds at the disposal of the athletic board.

H.M.Gore Salary

The President reported on the salary adjustments recently made by the Supervisor of Administration.

Salaries

On motion of Dr. Gilbert it was

VOTED: That the President be authorized to request the State authorities to establish not to exceed three new clerical positions, if in

Clerical Positions

his judgment these clerks are needed next college year and provided that the State appropriation for personal service is sufficient to warrant the establishment of the new positions.

On motion of Mr. Bowditch, it was

Field Artillery

VOTED: To accept the piece of field artillery which Congressman Gillett has secured for the college from the War Department.

On motion of Mr. Wheeler, it was

VOTED: To rescind the votes of April 14, 1917, and September 17, 1920, whereby the Trustees engaged to lease a parcel of land to the Sigma Phi Epsilon fraternity and the Theta Chi Fraternity.

Sigma Phi Epsilon and Theta Chi Fraternity, Lease of Land.

It was

VOTED: To refer the execution of a lease of land to either of the above mentioned fraternities, to the committee on Buildings and Grounds with power.

The President read a letter from Mr. Charles R. Green in which he resigned as librarian of the college.

C.R.Green Resignation

After discussion, it was

VOTED: To refer this matter to the committee on Course of Study and Faculty.

It was

Semi-Centennial Expenses

VOTED: To refer to the Finance Committee with power the payment of bills incurred on account of the Semi-Centennial celebration

The President read a report from the Treasurer stating that there would probably be a deficit of $8800 in the amount to be expended for coal for the current year and it was

Coal Deficit

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: To notify the appropriate state officials of the prospective deficit in this account.

It was

VOTED: That a special meeting of the Trustees be called at such a date in September or October, 1921, as the President may determine, to consider the Legislative budget for 1922.

Special Meeting of Trustees

The meeting adjourned at 10:10 A. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF MEETING OF CHAIRMEN OF TRUSTEES COMMITTEES

Boston City Club, July 18, 1921.

---

PRESENT: Trustees Gleason, Wheeler, Ellis, Howe, Commissioner Smith, and President Butterfield. Also by invitation of the President, Dr. Cornelius Patton of the American Board of Commissioners for Foreign Missions and Mr. F. P. Turner, secretary of the Foreign Missions Conference, were present.

K.L.Butterfield Leave of Absence.

Mr. Turner and Dr. Patton outlined the plan for the China Educational Commission and stated that they had invited President Butterfield to become a member of this Commission. This would involve leave of absence from August, 1921 to February, 1922.

After discussion it was

VOTED: To ask Commissioner Smith to consult with the Governor and with the Chairman of the Commission on State Administration and Expenditures, and to report his findings to the Trustees, at a meeting to be held July 25, 1921.

Charles A. Howe Vice President

_____ Acting Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, July 25, 1921.

---

PRESENT: Messrs. Gleason, Clark, Ellis, Frost, Gerrett, Howe, Pollard, Richardson, Wheeler, Dr. Smith, and President Butterfield.

The Trustees met at 1:00 P.M. with the Vice President, Mr. Charles A. Gleason, presiding.

President Butterfield reported the results of the meeting of the Chairmen of Trustee Committees of July 18th, at which time the President had asked the Committee Chairmen to consider an invitation which he had received from the Foreign Missions Conference to join the China Educational Commission which is to leave the United States in August, 1921, and return the latter part of January, 1922. The question, after discussion, finally took the form of a request from the President that he be allowed a sabbatical leave of absence for a half year or until February 1, 1922.

K.L.Butterfield Leave of Absence.

It was

VOTED: To be the sentiment of the Trustees that the President be granted a leave of absence from August, 1921, to February 1, 1922.

The question being on absence with or without pay, it was

VOTED: That the absence be with full salary because of the fact that this absence will be considered a sabbatical leave.

VOTED: To request Commissioner Smith to present to the Governor the considerations which had led the Trustees to take the above votes.

Informally it was expressed as the unanimous opinion of the Trustees present that it would be exceedingly desirable if the salary of the President during this leave could be provided from other than State funds.

Cavalry Barn Extension

The President stated that the latter part of June, after consultation with certain of the Trustees, he had authorized the military commandant to requisition the War Department for twenty-four additional horses, which have since arrived. This necessitates the addition of either a shed to the cavalry barn, the estimated cost of which is $1,000, or an extension of the barn, estimated to cost $3,000. It was

VOTED: To authorize the Treasurer to build an addition to the cavalry barn at a cost not to exceed $3,000.

Agricultural College Trustees

President Butterfield presented the constitution of the Association of New England Federal - State Colleges and Universities and it was

VOTED: That the Trustees of the Massachusetts Agricultural College join the Association.

President Butterfield presented a statement from

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Director Haskell relative to the institutional service of Dr. J. B. Lentz. It was

J.B.Lentz Service

VOTED: To leave this matter with power, to the chairmen of the Farm and Experiment Department Committees.

Meeting adjourned.

Charles A. Gleason Vice President

_____ Acting Secretary

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## MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, September 16, 1921

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PRESENT: Messrs. Gleason, Bowditch, Ellis, Frost, Gannon, Gerrett, Gilbert, Howe, Wheeler, and Acting President Lewis. Mr. Kenney was also present.

The Trustees met at 10:15 A. M. with the Vice-President, Mr. Charles A. Gleason, presiding.

The following call for the meeting was read:

Amherst, Mass.
September 6, 1921

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

In accordance with the provisions of the Trustees' vote of June 11, 1921, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club, Boston, Mass., at 10:00 A. M., Friday, September 16, 1921. The purpose of the meeting will be to consider the legislative budget for the next fiscal year, and to transact such other business as may properly come before the Board at this time.

Yours respectfully,
Ralph J. Watts
Secretary

Approval of Minutes.

By vote, the minutes of the meetings of June 11 and July 25, 1921 were approved without reading.

By vote, the following resignations of employees of the institution from January 1 to September 15,

1921, were accepted.

Florence Archibald, Stenographer, Library, April 29, 1921,
May G. Arthur, Stenographer, Dept. of Rural Home Life, July 20, 1921,
Jessie Bacharach, Matron, Abigail Adams House, June 30, 1921,
Carolyn E. Butterworth, Clerk, Extension Service, Oct. 8, 1921,
George M. Campbell, Field Agent, July 31, 1921
George H. Chapman, Research Professor of Botany, Aug. 10, 1921,
Elizabeth Coleman, Stenographer, Dept. of Microbiology, June 21, 1921,
Laura Comstock, Supervisor of Home Demonstration Projects, Feb. 11, 1921,
Irene Crutch, Stenographer, Division of Agriculture, July 12, 1921,
Charles H. Fernald, Died February 22, 1921,
Charles R. Green, Librarian, Sept. 30, 1921,
E. Franklin Holland, Clerk, Dept. of Physical Education, August 31, 1921,
Mary E. Horton, Stenographer, President's Office, Jan. 17, 1921,
Marguerite G. Ickis, Curator, Dept. of Botany, July 31, 1921,
Ruth Leban, Stenographer, President's Office, May 5, 1921,
Aline J. Legare, Stenographer Division of Agriculture, Aug. 12, 1921,
Marion B. Macarty, Stenographer, Treasurer's Office, Feb. 12, 1921,
Rebecca L. Mellor, Stenographer, Experiment Station, July 13, 1921,
Anne C. Messer, Investigator in Chemistry, January 31, 1921,
Katherine J. Middleton, Assistant Librarian, April 31, 1921,
Doris Millett, Stenographer, Extension Service, Feb. 19, 1921,
James M. Neill, Instructor in Microbiology, Aug. 31, 1921,
Jessie A. Neill, Clerk, Treasurer's Office, March 24, 1921,
William E. Philbrick, Asst. Extension Professor of Landscape Gardening, Aug. 31, 1921,
Mildred Pierpont, Stenographer, Short Courses, Jan. 17, 1921,
Helen Rand, Private Secretary, Division of Rural Social Science, September 10, 1921,
Marie Sayles, Asst. Supervisor, Home Demonstration Projects Feb. 21, 1921,
Mary I. Shores, Clerk, Dean's Office, Died Jan. 20, 1921,
Sadie Shores, Clerk, Extension Service, Feb. 12, 1921,

Resignations

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Clara Smith, Stenographer, Dept. of Dairying, May 21, 1921,
Elsie M. Smith, Stenographer, President's Office, July 31, 1921,
Mary A. Smith, Stenographer, Dept. of Agricultural Economics, Aug. 2, 1921,
Robert J. Sprague, Professor of Economics and Sociology, Aug. 31, 1921,
Julia G. Strahan, Instructor in Home Economics, Sept. 30, 1921,
Alfred L. Tower, Instructor in Physics, Aug. 31, 1921,
Glen E. Upton, Instructor in Dairying, Feb. 10, 1921,
James Whiting, Foreman, Dept. of Floriculture, Apr. 6, 1921,

By vote, the following new appointments of members of the staff from January 1 to September 15, 1921, were approved:

New Appointments

John B. Abbott, Extension Professor of Agronomy, $3,000, Temporary, One year from March 1, 1921,
Charlotte E. Abramson, Stenographer, Treasurer's Office, $1,080. Sept. 1, 1921,
George W. Alderman, Instructor in Physics, $1,560. Sept. 21, 1921,
John G. Archibald, Asst. Research Professor of Chemistry, $2,160. Temporary, March, 1, 1921. Not to exceed one year.
Roy C. Avery, Instructor in Microbiology, $1,440. Sept. 6, 1921,
Carl M. Bogholt, Instructor in English, $1,560. Sept. 26, 1921,
Genevieve M. Burrington, Stenographer, Dept. of Dairying, $780. June 1, 1921,
Carolyn E. Butterworth, Clerk, Extension Service, $780. Jan. 10, 1921,
Ethel L. Carrier, Stenographer, Dept. of Rural Home Life, $900. July 5, 1921,
Irene Chandler, Stenographer, Division of Agriculture, $900. May 31, 1921,
Helen Connor, Clerk, Extension Service, $600. Temporary March 1 to October 31, 1921,
Llewellyn L. Derby, Instructor in Physical Education, $1,600. Sept. 13, 1921,
Charles O. Dunbar, Investigator in Chemistry, $1,440. June 16, 1921,
Margaret Eppler, Clerk, Experiment Station, $840, July 1, 1921,
Mary A. Evans, Clerk, Dean's Office, $900. March 1, 1921,

Clifford J. Fawcett, Extension Professor of Animal Husbandry, $2,820. March 23, 1921,
Oliver S. Flint, Collector of Blood Samples, $100 per month, Temporary January 1 to August 31, 1921. $1,800, Permanent from Sept. 3, 1921.
Wallace C. Forbush, Asst. Professor of Agronomy, $200 per month. Temporary, Feb. 7 to June 30, 1921,
Arthur P. French, Investigator in Pomology, $1,500. July 11, 1921,
Earl A. Garde, Instructor in Poultry Husbandry. $125 per month. Temporary, Feb. 1 to June 30, 1921,
Mary Garvey, Instructor in Microbiology, $120 per month. September 1, 1921. Temporary for one year,
Guy V. Glatfelter, Asst. Professor of Animal Husbandry, $2,500. Sept. 5, 1921,
Henry S. Green, Librarian, $3,300. Oct. 1, 1921.
Olga Grizzle, Instructor in Home Economics, $1,800. Sept. 10, 1921,
Elizabeth Hallowell, Stenographer, Treasurer's Office, $960. Feb. 1, 1921. Secretary to the Director of the Graduate School. $1,200. Sept. 19, 1921. Transferred from Treasurer's Office,
Harriet H.Haynes, Acting State Home Demonstration Agent, $200 per month. Temporary March 4 to June 30, 1921,
Evelyn C. Hubbard, Clerk, Registrar's Office, $65 per month. Temporary, four months. May 23, 1921. Stenographer, Division of Agriculture, $840. Oct. 1, 1921,
Samuel C. Hubbard, Foreman, Dept. of Floriculture, $1,800. Aug. 1, 1921,
Lillian E. Lake, Stenographer, President's Office, $960. Sept. 19, 1921,
Marshall O. Lanphear, Instructor in Agronomy, $1,800. Sept. 26, 1921,
Ruth Leban, Stenographer, President's Office, $960. Feb. 9, 1921,
John J. Maginnis, Instructor in Agricultural Economics, $125 per month. Temporary, April 1 to June 30, 1921. Permanent September 1, 1921, $1,800.
Elton J. Mansell, Instructor in Physical Education, $1200. Sept. 10, 1921,
Richard A. Mellen, Field Agent, $1,140. June 24, 1921,
Charles A. Michels, Asst. Professor of Agronomy, $2,580. Sept. 1, 1921,
Gertrude Milne, Clerk, Treasurer's Office, $900. Feb. 23, 1921,
Dorothy W. Murdock, Asst. State Club Leader, $1,920. Jan. 24, 1921,
Harlow L. Pendleton, Instructor in Dairying, $1,800. July 1, 1921,

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Norman E. Phillips, Asst. Professor of Beekeeping, $2,160. July 26, 1921,
Frances Powers, Stenographer, Library, $960. April 27, 1921,
Lucile W. Reynolds, State Leader of Home Demonstration Agents, $3,200. Sept. 1, 1921,
Roland W. Rogers, Asst. Professor of Horticulture, $2,160, Sept. 1, 1921,
William C. Sanctuary, Professor of Poultry Husbandry, $2,820. Sept. 1, 1921,
Elvera R. Schuler, Stenographer, Short Course Office, $840. Feb. 1, 1921,
Ann Smith, Laboratory Assistant, $960. Temporary. Jan. 1, to Aug. 31, 1921. Permanent from Sept. 6, 1921.
Clara Smith, Stenographer, Dairy Department, $840. Jan. 1, 1921,
Elsie M. Smith, Stenographer, President's Office, $960. May 21, 1921,
Richard W. Smith, Instructor in Dairying, $1,600. Sept. 1, 1921,
Ruth M. Smith, Stenographer, Extension Service, $900. Feb. 1, 1921,
Paul E. Thissell, Instructor in French, $1,560. Sept. 24, 1921,
Paul W. Viets, Supervisor of Placement Training, $2,580. Sept. 1, 1921,
Ann M. Wallace, Curator, Dept. of Botany, $1,440. Aug. 1, 1921,
Marie O. White, Matron, Women's Dormitory, $100. per month. Sept. 20, 1921,
Joseph F. Whitney, Asst. Extension Professor of Landscape Gardening, $2,520. Sept. 1, 1921.

It was

VOTED: To approve the following promotions:

Promotions

A. L. Dacy, from Asst. Prof. to Professor of Vegetable Gardening.
R. L. Torrey, from Instructor to Asst. Prof. of Botany.
F. P. Rand, from Instructor to Asst. Prof. of English.
Paul Serex, from Instructor to Asst. Prof. of Chemistry.
W. C. Monahan, from Asst. Prof. to Prof. of Poultry Husbandry.
C. H. Gould, from Instructor to Asst. Prof. of Pomology.
A. I. Bourne, from Investigator to Research Asst. Prof. of Entomology.
R. A. VanMeter, from Asst. Ext. Prof. to Ext. Prof. of Pomology.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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It was

VOTED: That the following delegates be appointed to represent the institution at the annual meeting of the Association of Land Grant Colleges to be held at New Orleans, in Nov. 1921:

Acting President E. M. Lewis
Director S. B. Haskell
Director J. D. Willard

Associations of Land Grant Colleges

The Acting President reported that Colonel Richard W. Walker had been relieved as Professor of Military Science and Tactics and that Major Frederick E. Shnyder had been assigned to this position by the War Department.

Col. R.W. Walker and Maj. F. E. Shnyder

The Acting President reported that in accordance with individual approval of members of the Committee on Experiment Station, Mr. C. L. Beals, Assistant Research Professor of Chemistry, had been granted a leave of absence, without pay, for approximately one year from date of March 1, 1921. It was

C.L.Beals Leave of Absence.

VOTED: To approve the leave of absence of Mr. C. L. Beals as reported by the Acting President.

The Acting President reported that Dr. J. B. Paige had been absent on account of illness since about the first of May, 1921, and that probably the leave of absence would have to continue until September 1, 1922.

J.B.Paige Leave of Absence

It was

VOTED: To continue the leave of absence of Dr. J. B. Paige until December 31, 1921, and to reconsider this matter at the next annual meeting of the Trustees.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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W.P.B.Lockwood Leave of Absence

VOTED: That the leave of absence of Prof. W. P. B. Lockwood be extended from Sept. 1 to Dec. 31, 1921, on one-third salary.

On recommendation of the Committee on Course of Study and Faculty, it was

J.S.Chamberlain Leave of Absence

VOTED: That subject to the approval of the Supervisor of Administration, Dr. J. S. Chamberlain, who has been in the service of the institution since 1909 be granted a leave of absence for purposes of professional improvement, for a period of one year on half salary, the exact date to be subsequently determined.

John Phelan Leave of Absence

VOTED: That subject to the approval of the Supervisor of Administration, Professor John Phelan who has been in the service of the institution since 1915 be granted a leave of absence for purposes of professional improvement, for a period of six months from January 1, 1922, on full salary.

On recommendation of Director Haskell, it was

W. S. Krout Leave of Absence

VOTED: That subject to the approval of the Supervisor of Administration, Mr. W. S. Krout be granted a leave of absence for professional improvement for the months of October and November, 1921, with full pay provided he agrees to remain in the service of the institution until August 31, 1922.

Federal Board Funds

Treasurer Kenney and Director Phelan reported on a ruling recently made by the State Attorney-General to the effect that funds received by the college for the payment of instruction to men assigned to the college by the Federal Board for Vocational Education for work not already provided in existing courses, should in the future be returned to the State unless it were specific-

ally stated in the contract with the college that the funds thus provided constituted a trust fund; it was

VOTED: That an endeavor be made to establish as a trust fund the payments made to the college by the Federal Government for the training of certain Federal Board students.

It was

VOTED: That subject to the approval of appropriate State authorities, Memorial Hall be accepted from the Associate Alumni of the Massachusetts Agricultural College in accordance with the following terms:

"This indenture, made this day of Nineteen Hundred and Twenty-One, between the Associate Alumni of the Massachusetts Agricultural College, a corporation duly organized (hereinafter called "The Donor"), and the Commonwealth of Massachusetts, by

Memorial Hall. Deed

Trustees of the State institution, the Massachusetts Agricultural College, acting under and by virtue of Chapter 262 of the General Acts of 1918, (hereinafter called "the Board of Trustees", witnesseth:

"In consideration of the high regard and feelings of gratitude which the members of the said corporation bear towards said college, and as a memorial to the graduates and students of the college who gave their lives in the struggle for democracy in the World War, and in further consideration of one dollar and other valuable considerations paid by the Board of Trustees, the receipt whereof is hereby acknowledged, the Donor does hereby give, grant, bargain, sell and convey unto the said Board of Trustees, its successors and assigns, a certain memorial building on the land of the Massachusetts Agricultural College situated in Amherst, in the County of Hampshire and Commonwealth of Massachusetts. The said building to be donated complete and free from all encumbrances.

"This indenture is made upon the following terms and conditions: That the Board of Trustees will accept and maintain the said Memorial Building in a proper and usable condition for student activities, sub-

ject to the rules and regulations of said Board, as provided for in the agreement between the Donor and said Board of Trustees appearing in the records of the Donor June 19, 1920, and in the records of said Board of Trustees, January 7, 1921, creating the Board of Management of Memorial Hall, and will insure and keep insured the said Memorial building from loss or damage by fire.

"TO HAVE AND TO HOLD the granted building, with all the privileges and appurtenances thereto belonging, to the said Commonwealth of Massachusetts, its successors and assigns, to their own use and behoof forever.

"IN WITNESS WHEREOF, the parties to this indenture have hereunto set their hands and seals, the Commonwealth by the Trustees of the Massachusetts Agricultural College, who incur no personal liability by reason of the execution hereof or anything herein contained, except as hereinabove set out, this day of Nineteen Hundred and Twenty-One.

THE ASSOCIATE ALUMNI OF THE
MASSACHUSETTS AGRICULTURAL COLLEGE

By _____

COMMONWEALTH OF MASSACHUSETTS

By _____

_____

_____

Trustees of the Massachusetts
Agricultural College."

On recommendation of the Committee on Finance

it was

Budget 1922

VOTED: To refer to the Chairmen of the Trustees Committees with power, in consultation with the Acting President, the consideration in detail of the budget for current expenses for 1922.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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It was

VOTED: That there be referred to a committee of Messrs. Bowditch, Gerrett, Gilbert, and Director Willard, with power, the question of the College making exhibits at various agricultural fairs in the State and of supplying judges for such fairs.

Agricultural Fairs: Exhibits and Judges.

The Trustees considered various projects for special appropriations for 1922 and by vote the following were approved:

Special Appropriations 1922.

| | |
|---|---|
| Chemistry Laboratory and Equipment ..... | $350,000. |
| Laboratory for Horticultural Manufactures..... | 50,000 |
| Macadam Road ..... | 8,000 |
| Improvements at Power Plant ..... | 80,000 |
| Equipment for Tillson Farm ..... | 5,000 |

It was

VOTED: That an item of $75,000 for improvements and equipment be included in the budget for current maintenance for 1922.

Improvements and Equipment.

The meeting adjourned at 1:15 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, October 17, 1921

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The Trustees met at 12:15 P. M., with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gilbert, Howe, Pollard Preston, and Acting President Lewis. Director Haskell was also present.

The following call for the meeting was duly issued:

Amherst, Mass.
October 8, 1921

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

At the request of three members, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club, at twelve o'clock noon, Monday, October 17, 1921.

The purpose of the meeting will be to consider the advisability of adding to the list of special appropriations now included in the legislative budget for 1922 an item of $20,000 for the purchase of the Brooks' Farm.

Yours respectfully,
Ralph J. Watts,
Secretary.

The following persons met with the Trustees:

Mr. H. P. Hinckley representing the State Federation of Farm Bureaus and the Hampden County Tobacco Growers' Association

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Mr. G. Fred Pelissier, representing the Hampshire County Tobacco Growers' Association.
Mr. William Belden, representing the Western Massachusetts Farmers' Protective Association.
Mr. Fred L. Whitmore, representing the New England Tobacco Growers' Association and the Franklin County Tobacco Association.

These representatives explained the interest of the tobacco and onion growers of the Connecticut Valley in the college acquiring at an early date the Brooks' Farm, in order that experiments may be conducted in the various cultural problems affecting these crops. They stated that the farmers of the Connecticut Valley are interested in the work of the institution and are prepared to support the entire building program of the college, which is to be presented to the Legislature of 1922.

Brooks Farm

The Trustees held an executive session at 1:55 P. M., and after discussion of the matter presented by the representatives of the tobacco and onion growers, it was

VOTED: To include in the budget for special appropriations for 1922 an item of $20,000 for the purchase of the Brooks' Farm.

VOTED: To leave with power to the Acting President the question of adding to the budget for current expenses in 1922 an item of $1,000 for an additional professor in the Department of Agricultural Education.

Professor Dept. of Agricultural Education

VOTED: That the salary of Mr. H. S. Green, who is ill in a hospital, commence on the day which he reports for duty.

H.S.Green Salary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Commission on Administration and Expenditures

By vote, Mr. Bowditch, Mr. Ellis, and Acting President Lewis were requested to represent the Trustees in such further representation of the interests of the Board before the Commission on State Administration and Expenditures as may seem to them expedient.

The meeting adjourned at 2:30 P. M.

Charles A. Shaw Vice President

Ralph J. Watts Secretary.

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF THE ANNUAL MEETING OF THE TRUSTEES

Indexed

State House, Boston, January 6, 1922

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The Trustees met in Room 460 at 9:40 A. M. with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gannon, Gerrett, Gilbert, Pollard, Preston, Richardson, Wheeler, and Acting President Lewis. Treasurer Kenney was also present.

The following call for the meeting was read:

Amherst, Mass.
December 27, 1921

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Persuant to the provisions of the by-laws, the annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136, State House, Boston, at 9:15 A. M., Friday, January 6, 1922.

Call for the Meeting

Respectfully yours,
Ralph J. Watts
Secretary

On motion it was

VOTED: That the chairman appoint a committee to notify the Governor that the Trustees of the Massachusetts Agricultural College are meeting in annual session.

Persuant to the above vote, the chairman appointed Messrs. Bowditch, Ellis, and Gilbert.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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On motion it was

Approval of Minutes

VOTED: To approve without reading the minutes of the meetings of September 16, 1921 and of October 17, 1921.

On motion it was

VOTED: To approve the actions of the various trustees committees for the past year.

On motion it was

Nominating Committee

VOTED: That the chairman appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

Persuant to the above vote, the chairman appointed Messrs. Preston, Bowditch, and Frost.

K.L.Butterfield, Letter from

A letter from President Butterfield addressed to the Trustees was read by the Acting President. It was

VOTED: To place this letter on file and at the appropriate time to express to the President the appreciation of the Trustees for this recognition.

Acting President Lewis read a report prepared by the Alumni Committee on College Administration. It was

Alumni Committee on Administration

VOTED: To accept this report, and to express to the Associate Alumni the gratitude of the Trustees for making the study and formulating the report; further, that the Associate Alumni be assured that the Trustees will give careful consideration to the recommendations and suggestions contained therein.

VOTED: That a copy of the report be supplied to each member of the Board of Trustees.

VOTED: To refer the report of the Alumni Committee on College Administration to the Trustees Committee on Course of Study and Faculty, for consideration and report.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That the leave of absence of Prof. W. P. B. Lockwood be extended from January 1 to March 31, 1922, and that during this period he continue to receive one third salary from the college.

W.P.B.Lockwood Leave of Absence

From 10:15 A. M. until 10:45 A. M., His Excellency, the Governor, Channing H. Cox, attended the meeting during which time the Acting President read from his annual report.

Governor Cox

The following letter of acceptance of Memorial Hall addressed to the Associate Alumni of the College was presented, and, by vote, endorsed by the Trustees.

To the Associate Alumni of the
Massachusetts Agricultural College

In behalf of the Commonwealth of Massachusetts the Trustees of the Massachusetts Agricultural College accept with deepest gratitude and sincere pride the munificent gift of the beautiful Alumni Memorial Building from the Associate Alumni. We find it exceedingly difficult to find words that will give adequate expression to the intensity of our appreciation. When the proposal to erect so costly a memorial was made, we frankly confess that it seemed to some of us beyond achievement. That so comparatively small a body of Alumni should have conceived it, financed it, built it, and equipped it seems almost like a miracle - a dream.

Memorial Hall Acceptance

This memorial is significant because it is a fitting expression of the generosity and sacrifice that the Alumni are willing to make, not alone for their kinship with the noble boys who died, but for their love

for Alma Mater. It is another evidence that the Alumni of this College are a substantial, real and vital force in the life of the College.

We recognize it and welcome it as a prophecy of continued and increasing interest and service. No college can maintain permanently an honorable place or do a great work without loyal interest, service, and sacrifice by its graduates. You came not merely to take, but to give.

All such memorials are greater even than they seem. Beyond the recognition of the glorious deeds of the boys there will be the unceasing inspiration to the love of country and to vigilance in the protection of her liberties. Above all, this Memorial Building will be to everyone as an embodied nobleness prompting day by day every son and daughter of the College to a high plane of living and thinking and achieving.

With such thoughts and feelings we accept this noble and inspiring gift. We thank you and we thank all those others,- students, faculty, and friends who through you have translated a great vision into a useful as well as beautiful temple.

On recommendation of the Committee on Course of Study and Faculty, it was

J.B.Paige, Leave of Absence

VOTED: That Dr. James B. Paige, now absent on account of illness, be continued on full pay until April 30, 1922.

A.E.Cance, Leave of Absence

VOTED: That Dr. Alexander E. Cance be granted a leave of absence from February 1, to March 31, 1922, in order to undertake certain work with the United States Bureau of Markets; that during this period, in lieu of his present salary, he be paid $100 per month for service rendered at Amherst in directing the work of his department.

The application of Dr. Alexander E. Cance for a leave of absence with pay for one year from April 1, 1922, was considered and it was

VOTED: That Dr. Alexander E. Cance be allowed a leave of absence without pay, for work with the United States Bureau of Markets, from April 1, to September 15, 1922, provided a satisfactory substitute can be secured to take charge of the teaching work of his department during the spring term of 1922.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That in view of the uncertainty of the final authority of the Trustees in such matters, and of the fact that the State House authorities have declined to give positive approval to applications for leaves of absence for purposes of professional improvement; and pending the publication of the report of the Commission on State Administration and Expenditures and possible action resulting therefrom affecting the organization of the college; the Acting President be respectfully requested to suspend the operation of the Terms of Employment formerly adopted by this Board, and to postpone further consideration of requests for sabbatical leaves.

Terms of Employment

On motion of Dr. Gilbert, it was

VOTED: To refer to a special committee of three in consultation with the President, the further consideration of the application of the Terms of Employment, for report at the June meeting of the Trustees.

Persuant to the above vote, the chairman appointed Messrs. Wheeler, Gilbert, and Ellis.

Dr. Gilbert reported on the report of the Commission on State Administration and Expenditures, so far as such report refers to the Massachusetts Agricultural College.

On motion of Mr. Frost, it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To accept the following resignations from September 15 to December 31, 1921:

Resignations

Francis P. Clark, Instructor in mathematics, Sept.30,1921,
Robert D. Hawley, Supervisor of Extension Schools and Exhibits, Nov. 8, 1921,
William S. Regan, Assistant professor of Entomology, Dec. 31, 1921.

VOTED: To approve the following new appointments, from September 15 to December 31, 1921:

New Appointments

Ray A. Carter, Collector of blood samples, poultry disease elimination. $1200. Dec. 1, 1921,
Ethel A. Green, Library assistant, $1200. Oct. 13, 1921,
Harvey F. Jenkins, Instructor in vegetable gardening, $130 per month. Oct. 6, 1921 to March 31, 1922,
Marshall O. Lanphear, Instructor in agronomy. $1800. Sept. 26, 1921,
Mildred Pierpont, Clerk, dean's Office. $1200. Nov. 1, 1921. (Reinstated).
Wayland R. Porter, Instructor in mathematics. $1680, Sept. 26, 1921,
Ruth Sherburne, Stenographer, Department of Agricultural Economics, $960, Sept. 23, 1921.

On motion of Mr. Wheeler, it was

T. W. White, Statement of

VOTED: To authorize the Acting President to prepare a memorandum for the records of this Board, relative to the statement of Mr. Thomas W. White, made before the Commission on State Administration and Expenditures, on August 17, 1921, and that this memorandum be presented at the June meeting of the Board.

The Acting President continued with the presentation of his annual report, following the reading of which, on motion of Mr. Ellis, it was

President's Report

VOTED: To accept the report of the Acting President as presented, and to adopt it as a report of the Trustees for the year ended Nov. 30, 1921

The Treasurer submitted his annual report for the last fiscal year, and on motion of Mr. Clark, it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To accept and place on file the report presented by the Treasurer for the year ended November 30, 1921.

Treasurer's Report

At 12:45 P. M. the Trustees by vote adjourned for lunch and for the continuation of business at the Boston City Club.

Directors Haskell, Willard, and Phelan read reports covering the activities of their various departments for the past year. These were by vote accepted.

Directors' Reports

The Committee on Nominations presented its report and in accordance therewith the following officers and standing committees were elected to serve for the ensuing year.

OFFICERS OF THE CORPORATION

Governor Channing H. Cox, President
Charles A. Gleason, Vice President
Ralph J. Watts, Secretary
Fred C. Kenney, Treasurer
Charles A. Gleason, Auditor.

Officers

STANDING COMMITTEES OF THE CORPORATION

COMMITTEE ON FINANCE

Charles A. Gleason, Chairman
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Atherton Clark

COMMITTEE ON COURSE OF STUDY AND FACULTY

William Wheeler, Chairman
Elmer D. Howe
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon
Arthur W. Gilbert

COMMITTEE ON FARM

Nathaniel I. Bowditch, Chairman
Frank Gerrett
George H. Ellis
Arthur W. Gilbert
Carlton D. Richardson

COMMITTEE ON HORTICULTURE

Harold L. Frost, Chairman
Charles A. Gleason
Elmer D. Howe
Atherton Clark
Charles H. Preston

COMMITTEE ON EXPERIMENT DEPARTMENT

Charles H. Preston, Chairman
Arthur W. Gilbert
Arthur G. Pollard
Harold L. Frost
Carlton D. Richardson

COMMITTEE ON BUILDINGS AND GROUNDS

George H. Ellis, Chairman
Frank Gerrett
William Wheeler
James F. Bacon
Charles H. Preston
Atherton Clark

COMMITTEE ON EXTENSION SERVICE

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon
Arthur W. Gilbert

COMMITTEE ON LEGISLATION

Charles A. Gleason, Chairman
George H. Ellis
Frank Gerrett
William Wheeler
Carlton D. Richardson
James F. Bacon

On motion, it was

Revolving Fund

VOTED: That the chairman appoint a committee of three, to include Dr. Gilbert, to consider the problem of securing for use at the college the receipts from the various departments and to take such action as to them seems expedient.

Persuant to the above vote, the chairman appointed Dr. Gilbert, Dr. Smith, and Mr. Bowditch.

Directors Haskell and Willard discussed the affect upon the members of their respective staffs of the action taken this day by the Trustees in temporarily

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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suspending the operation of the terms of employment.

The meeting adjourned at 2:40 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, March 7, 1922

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The Trustees met at 12:45 P. M. with the Vice President, Mr. Charles A. Gleason, presiding.

PRESENT: Messrs. Gleason, Clark, Dewey, Ellis, Gilbert, Howe, Preston, Richardson, Smith, Wheeler, and President Butterfield.

The following call for the meeting was read:

Amherst, Mass.
March 2, 1922.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

At the request of three members, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club, at 12:30 P. M., Tuesday, March 7, 1922.

The purpose of the meeting will be to consider the advisability of increasing the tuition charge to students at the Massachusetts Agricultural College registering from states other than Massachusetts. Other miscellaneous items of business may be considered.

Respectfully yours,

Ralph J. Watts,
Secretary.

On motion of Mr. Ellis, it was

W.P.B.Lockwood Terms of Service

VOTED: That from March 1, 1922 to August 31, 1923, Professor W.P.B.Lockwood be allowed to serve jointly the College and outside commercial interests on the following basis:

Professor Lockwood will give one-third of his time to the College as Extension Professor of Dairying, and will receive therefor remuneration at the rate of $1400 per year; the two days per week service which he thus gives will be on definite projects of the Extension Service and will be governed by the usual rules as to administrative relationships, reports, etc. which prevail in the Extension Service. Furthermore, it is understood that in Professor Lockwood's relationship to the ice cream propaganda, he will not be forced into positions concerning practices of the trade such as will compromise the College.

It was

Dr.J.B.Paige status

VOTED: That the determination of the status of Dr. James B. Paige from May 1, 1922, be referred to the Committee on Course of Study and Faculty with power.

It was

Oil Paintings

VOTED: That the oil paintings, which have been donated to the College by the Alumni, be placed in such buildings on the campus as the President may determine.

Massachusetts Agricultural Club Gift

Dr. Gilbert reported that the Massachusetts Agricultural Club had donated to the Massachusetts Agricultural College the sum of $500 to be used as a loan fund for needy students. It was

VOTED: To accept this gift and to express to the Massachusetts Agricultural Club the grateful appreciation of the Trustees.

The question of tuition for out-of-state students, which for over a year has been under consideration by the Board, was discussed at length and on motion of Dr. Gilbert, it was

Tuition

VOTED: That the annual tuition charge to four year students at the Massachusetts Agricultural College registering from states other than Massachusetts be $180 per year. This rate will become effective in September, 1922, except that its application will be postponed until September, 1923, for those students who are now enrolled.

It was

VOTED: That the question of the tuition to be charged to others than students registering in the four year course be referred to the President, in consultation with Commissioner Smith, for report at the June meeting of the Trustees.

The President reported on the appropriations for current maintenance and for buildings which have been passed by both branches of the Legislature and which will soon be before the Governor for approval.

It was

Brooks' Farm

VOTED: That Mr. Gleason, together with such other Trustees as he may select, be delegated to confer with Dr. W. P. Brooks relative to the purchase of his farm, for which an appropriation of $15,000 is anticipated.

Mr. Ritchie appeared before the Board and stated that by approximately May 1st, the detailed plans and specifications for the proposed chemistry laboratory will be ready to submit to contractors for bids. On motion of Dr. Dewey it was

Chemistry Laboratory

VOTED: To authorize the Committee on Buildings and Grounds to examine the detailed plans and specifications for the chemistry building and when approved by the Committee, to ad-

vertise for bids and to award the contract for construction.

It was

VOTED: To leave to the Committee on Buildings and Grounds with power the expenditure of the proposed appropriation of $69,000 for improvements at the power plant.

Power Plant

It was

VOTED: That the apportionment of funds for current maintenance for 1922 be referred to the chairmen of the standing committees with power.

Current Apportionment

It was

VOTED: That for this date, the Trustees' by-law requiring seven days' notice for a special meeting be waived.

The meeting adjourned at 3:00 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

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Inserted

MINUTES OF MEETING OF CHAIRMEN OF TRUSTEES' COMMITTEES

President's Office, M.A.C., Amherst, Mass., March 25, 1922

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The committee convened at 8:50 A. M., with Mr. Charles A. Gleason presiding as chairman.

PRESENT: Messrs. Gleason, Ellis, Howe, Wheeler, and President Butterfield. Treasurer Kenney and Dean Lewis were also present.

Director Haskell presented the budgets and apportionments covering the appropriations for experiment station work and for control service for the current fiscal year. After discussion it was

Experiment Station Apportionment

VOTED: To approve as presented by Director Haskell the budget and apportionment for research work, with the exception of the salary increases recommended which will be considered at a subsequent date.

Control Service Apportionment

VOTED: To approve as presented the budgets for Feed Control, Fertilizer Control, Poultry Disease Elimination, and Milk Testing, with the exception of the salary increases recommended.

It was

Inspector Poultry Disease Elimination

VOTED: That the temporary position of inspector under the Poultry Disease Elimination law, now held by Mr. R. A. Carter, be made permanent.

It was

Veterinary Science Clerk

VOTED: That the position of clerk in the Department of Veterinary Science be established.

Director Haskell explained the desirability of transferring the headquarters of Professor W. S. Krout from Amherst to Lexington, and it was

W.S.Krout Transfer to Lexington

VOTED: To authorize the proposed transfer.

Director Phelan presented the budget for Short Course expenditures for the current year, and it was

VOTED: To approve the Short Course budget as presented, including the apportionment for the maintenance of the summer school for 1922.

Short Course Apportionment

Professor Waugh discussed the proposed apportionments for maintenance of the departments in the Division of Horticulture and it was

VOTED: That such redistribution as seems desirable of the total funds proposed for the departments in the Division of Horticulture be left to the President and Professor Waugh.

Apportionment Division of Horticulture.

It was

VOTED: To discontinue after April 1st the free delivery of college produce to members of the staff.

Delivery of Produce

It was

VOTED: To refer to the Committees on Farm and Horticulture the question of change in policy relative to the sale of college produce at retail in Amherst, for report at the June meeting of the Trustees.

Sale of Produce

Mr. H. S. Green urged a larger appropriation for the Library than that proposed. It was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Apportionment Library

VOTED: That the proposed apportionment of $8,000 for the Library be approved, subject to subsequent consideration by the President.

Professor Foord discussed the proposed apportionments for maintenance of the departments in the Division of Agriculture, and it was

Apportionment Division of Agriculture

VOTED: To approve the apportionments for the departments in the Division of Agriculture as contained in the schedule, and that any desired adjustments in these apportionments be left to the President and the Farm Committee.

Dr. Fernald reported that the proposed apportionments to the departments in the Division of Science would be acceptable with the exception of the Department of Mathematics, which will require an additional apportionment of $240 to provide for a janitor. This addition was authorized, the amount to be deducted from the proposed apportionment to the classification of Executive Order.

Apportionment Division of Science.

Dr. Marshall urged that a sufficient apportionment be allowed the Department of Microbiology to provide for the continuation of the distribution of legume cultures to be sold to farmers of the state. An additional apportionment of $250 to the Department of Microbiology was authorized, the amount to be deducted from the proposed apportionment to the classification of Executive Order. The proposed apportion-

Apportionment Department of Microbiology

ments for the hospital and the graduate school were approved, subject to subsequent consideration by the President.

Director Willard presented the proposed apportionment of funds available for Extension Service for the current year, and it was

Apportionment Extension Service

VOTED: To approve the budget as presented.

It was

Apportionment Military Science

VOTED: To approve the proposed apportionment of $1,400 to the Military Department, subject to the approval of the President.

It was

Apportionment Academic Departments

VOTED: To approve the apportionments to the various academic departments as indicated in the schedule presented, subject to the changes previously indicated.

At 12:30 P. M. the committee adjourned and reconvened at 2:00 P. M.

Replacements Apportionment

VOTED: To approve the following apportionment of the appropriation of $25,000 for replacements, the details to be left to the President with power.

| | |
|---|---|
| Operating and Maintenance and Administration offices ..... | $4,500. |
| Division of Agriculture ..... | 6,500. |
| Division of Horticulture ..... | 2,750. |
| Division of Science ..... | 3,750. |
| Experiment Station..... | 1,750. |
| Extension Service ..... | 500. |

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| | |
|---|---|
| M. G. F. S. ..... | $ 236. |
| Miscellaneous, subject to President's approval..... | 5,014. |
| | $25,000. |

The Treasurer reported on the rates of pay which had been recommended by the Committee on Campus Labor, and it was

Campus Labor Rates of Pay

VOTED: That from April 1, 1922, the maximum rate of pay for temporary labor be 30 cents per hour.

That the prevailing maximum rates for permanent laborers continue, and that the minimum rate be determined by the respective foremen.

That temporary laborers be paid for Saturday afternoon only in case they work.

That effective April 1, 1922, the rate of pay for unskilled unclassified student labor be not more than 25 cents per hour.

It was

VOTED: That the present requirement of a nine hour day for laborers continue to apply to employees on the Mount Toby forest work.

The meeting adjourned at 3:00 P. M.

Charles A. Gleason Vice President

Ralph W. J. Watts, Secretary.

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MINUTES OF THE SEMI-ANNUAL MEETING OF THE TRUSTEES

President's Office, Amherst, Mass., June 27, 1922.

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The Trustees met at 8:45 A. M. with the chairman, Mr. Charles A. Gleason, presiding.

PRESENT: Trustees Gleason, Bowditch, Dewey, Ellis, Frost, Gerrett, Gilbert, Howe, Pollard, Richardson, Smith, Wheeler, and Butterfield.

The following call for the meeting was read:

Amherst, Mass.
June 17, 1922.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

The semi-annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene in the office of the President of the College, Amherst, Mass., at 8:30 A. M., Tuesday, June 27, 1922.

Yours respectfully,

Ralph J. Watts,
Secretary.

The minutes of the meeting of March 7, 1922, were approved without reading.

On motion, it was

VOTED: To confer the Degree of Bachelor of Science on the following members of the Class of 1922:

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Degrees Conferred

Roger Melvin Acheson
John Hollis Andrews
Hubert Judson Bainton
George Louis Baker
Kenneth Allen Barnard
Robert Henry Beckwith
Leslie Dana Bent
Roger Wolcott Blakely
Raymond Stanwood Blanchard
Stanley Willard Bromley
Charles Alfred Buck
Paul Lapham Burnett
Edwin Graham Burnham
Salteau Frederick Calhoun
Edmund Thomas Carey
Ellis Warren Chapin, Jr.
Eleanor Frances Chase
Clarence Frederick Clark
Herbert Laurence Collins
Luman Binney Conant
George Asa Cotton
Alexander George Crawford
Harold Sanborn Davis
Otto Degener
James Edward Dwyer
Harry Adrian Erysian
Richard Edmund Field
Stanley Leonard Freeman
Frank Albert Gilbert, Jr.
Jane Isabel Pollard Gore
Carlyle Hale Gowdy
Philip Hall Haskins
Albert Snyder Higgin
Robert Moore Hodgson
Reginald Newton Holman
Francis Edwards Hooper
Ruth Wasson Hurder
Francis William Hussey
Belding Francis Jackson
Raymond Douglas Jordan
George Austin Kemp
Irving Robinson Knapp
Frank Joseph Kokoski
Abraham Krasker
Julius Kroeck, Jr.
Donald Sewall Lacroix
Prem Chand Lal
Hervey Fuller Law
Robert Parker Lawrence
James Freeman Leland, Jr.
Earle Stanley Leonard
John Neptumcen Lewandowski
Harry Gotfred Lindquist
Everett Waldron Lovering
Rolland Frederick Lovering
John Gordon Lowery
Edgar Albion Lyons
John Joseph Lyons
Herbert Aloysius MacArdle
Stuart DeGroff Main
Edward William Martin
Albert Francis McGuinn
Raymond Henry McNulty
Kenneth Watts Moody
Henry Samson Moseley
Matthew John Murdock
Harry Athol Murray, Jr.
Myron George Murray
Henry Nigro
George Blanchard Packer
William Henry Peck
Helen Margaret Perry
Ezra Alden Pickup
Kenneth Charles Randall
Paul Malcolm Reed
Marjory Richardson
Walter Jessie Rollins
Conrad Herman Roser
Ralph Russell
Howard John Shaughnessy
Albert William Smith
Rowland Piper Smith
Hobart Wadsworth Spring
Ralph Shattuck Stevens
Joseph Timothy Sullivan
Arthur Lawrence Swift
Harry John Talmage
Willis Tanner
Mortimer Task
George Henry Thompson, Jr.
Francis Sample Tucker
Charles Raymond Vinten
Philip Duane Walker
Edwin Herbert Warren
Frederick Vail Waugh
Harold Richard Weber
Harold Earle Wentsch
Carl Fales Whitaker
George Edwin White
Clarence Milton Wood

VOTED: To confer the Degree of Master of Science on the following:

Roy Crowdy Avery
Dorothy Porter Clark
Rowland Barnes French
Bhavani Sankarrao Nirody

VOTED: To confer the Degree of Doctor of Philosophy on the following:

Egerton Gibson Hood
James Maffett Neill

Chemistry Laboratory Bids

The President reported that the total of the lowest bids which had been received by the Building Committee for the construction of the chemistry laboratory will bring the total cost to approximately $342,000, and that in view of this situation the contract had not been let. After discussion, it was

VOTED: To refer this matter to the Building Committee for further consideration, and with power to make such adjustments as may be found necessary, it being understood that the appropriation for $300,000 cannot be exceeded.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

Goessmann Chem. Lab. Naming Of

VOTED: That the chemistry building be named the Goessman Chemistry Laboratory.

On motion of Dr. Gilbert, it was

Mr. Ritchie Additional Compensation

VOTED: That pending an investigation by the Building Committee of the practice of other State departments, the proposal to pay Mr. James H. Ritchie an additional fee of $1,000 for the preparation of preliminary plans for the chemistry building be laid on the table.

On motion of Mr. Gerrett, it was

TRUSTEE

Cranberry Station Additional Land at E. Wareham

VOTED: To refer to the next meeting of the Trustees the consideration of the recommendation of the Committee on Experiment Department that additional land be secured at East Wareham for the cranberry station.

On recommendation of the Committee on Experiment Department, it was

Exp. Sta. Charge

VOTED: That the Experiment Station adopt the policy of imposing charges for the performance of such of its activities as are primarily commercial in their nature or which rank as service to the individual rather than for the public good, and that the details of carrying out this policy be left to the Director of Station.

Mr. Ellis read an opinion from the Attorney General confirming the ability of the Trustees to accept the proposed gift of land from the Cornelia Warren Estate at Waltham.

Market Garden Field Station Lexington

Mr. Frost reported on the probable price which could be secured for the Market Garden Field Station at Lexington, also on Professor Tompson's estimate of the cost of removing certain buildings and equipment from Lexington to Waltham.

On motion of Mr. Bowditch, it was

Cornelia Warren Estate Accepted

VOTED: To accept the offer of land from the Cornelia Warren Estate at Waltham, and to request the Committee on Experiment Department to present a plan embodying details of use to be made of the land, as well as the disposal of the Market Garden Field Station at Lexington.

It was

Brooks Farm Purchase

VOTED: To confirm the action of the Committees on Farm and Experiment Department in authorizing the Treasurer to proceed on behalf of the Trustees to complete the purchase of the Brooks' Farm

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On recommendation of the Committee on Experiment Department, it was

VOTED: That the Brooks' Farm be known as the William P. Brooks Experimental Farm. — Wm.P.Brooks Farm, Naming of

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: That Dean E. M. Lewis be granted a leave of absence with pay for six months from October 1, 1922. — Dean E.M.Lewis Leave of Absence

VOTED: To approve salary increases to become effective June 1, 1922, in accordance with the attached schedule. — Salary Increases

It was

VOTED: To approve the establishment of the following new positions, effective September 16, 1922: — New Positions

a. Stenographer, Division of Agriculture, $840
b. Stenographer, Division of Horticulture, $840

VOTED: To approve the establishment of a joint professorship in Agricultural Education, provided a satisfactory financial adjustment between the College and the State Department of Education can be made. — Joint Professorship

On motion of the President, it was

VOTED: That L. H. Parker be retained in the services of the Institution for the college year 1922-1923, as Professor of Citizenship and Acting Head of the Department of Economics and Sociology, at a salary not to exceed $3,500. — L. H. Parker Services

On motion of Mr. Ellis, it was

VOTED: To leave to the Chairman of the Committee on Course of Study and Faculty and the President with power the application of J. F. Whitney for a leave of absence for ten months from September 10, 1922. — J.F.Whitney Leave of Absence

On motion of Mr. Bowditch, it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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H.F. Judkins
Act.Hd.of Dept.
Dairying

VOTED: To continue Professor H. F. Judkins as Acting Head of the Department of Dairying for 1922-1923, at a salary of $3,500.

It was

VOTED: To approve the action of the President in accepting the following resignations:

Resignations

Esther W. Arp, Stenographer, Extension Service, Feb.28, 1922,
Carlos L. Beals, Assistant Research Professor of Chemistry, February 28, 1922,
Ethel M. Bradley, Analyst, Experiment Station, July 15, 1922,
Margery Burnett, Department Librarian, March 23, 1922,
Ray A. Carter, Collector of Blood Samples, July 12, 1922,
Hazel D. Chandler, Stenographer, Extension Service, June 8, 1922,
Arthur L. Dacy, Professor of Vegetable Gardening, August 31, 1922,
Margaret Fish, Stenographer, President's Office, May 8, 1922,
Hubert D. Goodale, Research Professor of Poultry Husbandry, June 30, 1922,
Olga Grizzle, Instructor in Home Economics, September 9, 1922,
Florence B. Kimball, Cataloguer, Library, May 12, 1922,
Elton J. Mansell, Instructor in Physical Education, January 31, 1922,
William E. Ryan, Instructor in Poultry Husbandry, April 30, 1922,
Mildred Putney, Stenographer, Extension Service, May 31, 1922,
Harriet A. Smith, Clerk, President's Office, Feb. 15, 1922,
Laura S. Tower, Stenographer, Poultry Husbandry, May 29, 1922,
Mrs. Marie E. White, Matron, Women's Dormitory, April 30, 1922,

VOTED: To confirm the following new appointments as reported by the President:

New Appointments

John B. Abbott, Extension Professor of Agronomy, $3,000, March 1, 1922,
John G. Archibald, Assistant Research Professor of Chemistry, $2,160, March 1, 1922,
May G. Arthur, Clerk, Short Course Office, $960, July 1, 1922,
Lorin E. Ball, Instructor, Physical Education, $100 per month, February 1, - June 30, 1922,

Appointments

Teresa Binner, Clerk, Extension Service, $780, January 3, 1922,
Margaret Carroll, Clerk, Cow Test Work, $960, December 19, 1921,
Hazel D. Chandler, Stenographer, Extension Service, $960, May 1, 1922,
William H. Davis, Assistant Professor of Botany, $2,200, February 15, 1922,
Louise Leonard, Stenographer, Extension Service, $900, March 1, 1922,
Katherine L. Powell, Jr. Assistant Librarian, $900, April 10, 1922,
Alice J. Twible, Stenographer, Poultry Husbandry, $840, June 1, 1922,
Bessie M. Weymouth, Assistant Librarian, $1,200, April 17, 1922,
Affie M. Cook, Clerk, President's Office, $960, July 10, 1922.

On motion of Mr. Frost, it was

Exhibition of college stock

VOTED: To approve the project presented by Professor Foord for exhibiting college stock at the Eastern States Exhibition, the Greenfield and Northampton Fairs in 1922, and to refer to the Farm Committee with power the problem of financing such an exhibit.

Mr. Nathaniel I. Bowditch, Secretary and Treasurer of the Bay State Agricultural Society, presented the following memorandum:

Gift of Bay State Agr. Soc.

The Bay State Agricultural Society gives to the Trustees of the Massachusetts Agricultural College the sum of $10,000 and some $500 of accumulated interest, to be held by them and to be known as the J. D. W. French Fund.

J.D.W.French Fund

It is our desire, as Mr. French was especially interested in Dairying and Forestry, that the Trustees use the income from this fund, so that in their judgment it will do the greatest good to students in dairying and its allies, also Forestry, either as scholarships, loans, or prizes. We should prefer, however, that when it seems most advisable, the income be used to help pay the expenses of a judging team to go from the Massachusetts Agricultural College to the National Dairy Show or National

Live Stock Show.

Nathaniel I. Bowditch,
Secretary and Treasurer,
June 27, 1922. Bay State Agricultural Society

On motion of Dr. Gilbert, it was

Bay State Agr. Soc. Gift Accepted

VOTED: To accept the gift from the Bay State Agricultural Society, and to express to the Society the appreciation of the Trustees for its generous assistance.

It was

Terms of Employment

VOTED: To defer action on the recommendation of the special committee on Terms of Employment, and to ask the President to make a further examination of the principles involved in the plan under consideration.

The President reported that after consultation with Commissioner Smith the following decision relative to tuition for out-of-state students for others than those enrolled in the four-year course had been announced:

Tuition, Out-of-State Students, Short Courses

1. Tuition at the rate of $180 a year will be charged short course students taking either one-year or two-year courses, same to begin with new students entering in September, 1922.

2. For the present no tuition will be charged for courses of less than one year.

3. Special or unclassified students, if carrying undergraduate work, will be charged tuition at the rate of $180 per year.

4. Foreign students taking under-graduate work will be excused from paying tuition if the Governor permits.

It was

VOTED: To approve the following rules covering the administration of the Students' Loan Fund

recently established by the Massachusetts Agricultural Club:

Students' Loan Fund Rules

1. Loans of this fund shall be administered by the Treasurer of the College subject to approval by the President of the College.

2. The beneficiaries should be persons nearing the completion of their undergraduate work.

3. Preference shall be given to students who plan to pursue agricultural work - using the word agricultural in the broadest sense.

4. Notes shall be signed by the beneficiaries and endorsed by satisfactory sureties. No interest shall be charged during residence at the College, but after graduation, interest shall be charged at the rate of 5% per annum.

5. Loans shall mature one year after the completion of undergraduate work and in any case after three years of the issuance of the loan.

6. The administrator of the fund shall make annual reports to the Secretary of the Club stating number and character of loans made, the status of the fund, and other items that may continue the interest of the Club in the gift.

On motion of Mr. Ellis, it was

Reorganization of Trustees' Committees

VOTED: That President Butterfield, Commissioner Smith, Commissioner Gilbert and the Chairmen of the standing Committees of the Trustees consider the question of reorganization of Trustees' Committees and report at subsequent date.

Relation between Trustees and Com. of Educa.

President Butterfield called attention to the uncertainty of procedure in administrative matters caused by the rather indefinite relationships which the law prescribes as concerns the Trustees and the Commissioner of Education and suggested that a committee of two or three Trustees be named to consult with the Commissioner relative to desired procedure.

On motion of Mr. Howe, it was

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VOTED: That a committee consisting of Messrs. Gleason Wheeler, Gilbert, and President Butterfield, represent the Trustees in conferring with Commissioner Smith on the subject above referred to.

It was

Budget, 1923 Consideration

VOTED: That a special meeting of the Trustees be called by the Vice President at such time in September, 1922, as may appear desirable for the consideration of the budget for 1923.

The meeting adjourned at 12:15 P. M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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SCHEDULE OF SALARY INCREASES TO BECOME EFFECTIVE
June 1, 1922

Presented by the Trustees, June 27, 1922

To the Supervisor of Administration

Salary Increases

| Name | Rate 1921 | Recommended 1922 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Kenney, F. C. | $4,500 | $4,800 | No increase |
| Watts, R. J. | 3,060 | 3,360 | No increase |
| Robinson, E. C. | 1,320 | 1,380 | $1,380 |
| Lake, L. E. | 960 | 1,020 | 1,020x |
| Bishop, E. F. | 1,440 | 1,500 | 1,500 |
| Strachan, E. | 1,200+ | 1,260 | 1,260 |
| Alderman, G. W. | 1,560 | 1,620 | 1,620 |
| Chamberlain, J. S. | 3,480 | 3,600 | 3,600 |
| Chenoweth, W. W. | 3,420 | 3,540 | 3,540 |
| Derby, L. L. | 1,600 | 1,680 | 1,680 |
| Gore, H. M. | 2,640 | 3,000 | 2,820 |
| Judkins, H. F. | 3,120 | 3,500 | 3,480 |
| Julian, A. N. | 2,580 | 2,700 | 2,700 |
| Machmer, W. L. | 3,300 | 3,600 | 3,600 |
| Mackimmie, A. A. | 3,420 | 3,600 | 3,600 |
| Maginnis, J. J. | 1,800 | 1,860 | 1,860 |
| Osmun, A. V. | 3,600 | 3,900 | 3,900 |
| Phillips, N. E. | 2,160 | 2,220 | 2,220 |
| Pendleton, H. L. | 1,800 | 1,860 | 1,860 |
| Porter, W. R. | 1,680 | 1,740 | 1,740 |
| Rand, F. P. | 2,460 | 2,580 | 2,580 |
| Rice, V. A. | 2,640 | 2,760 | 2,760 |
| Robertson, W. F. | 1,680 | 1,740 | 1,740 |
| Thayer, C. L. | 2,700 | 2,820 | 2,820 |
| Thelin, G. A. | 1,800 | 1,860 | 1,860 |
| Thissell, P. E. | 1,560 | 1,620 | 1,620 |
| Torrey, R. E. | 2,160 | 2,280 | 2,280 |
| Burrington, G. M. | 780 | 840 | 840 |
| Gallond, G. E. | 1,260 | 1,320 | 1,320 |
| Parker, L. H. | 2,820 | 3,500 | 3,300* |

x Effective September 1, 1922
+ Part Salary
* Promoted to Professor and Acting Head for 1922-23, effective September 1, 1922

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| Name | Rate 1920 | Recommended 1921 | Subsequently Approved by Supervisor |
|---|---|---|---|
| Smith, R. W. | $1,600 | $1,800 | $1,800 |
| Mercier, Marie | 1,200 | 1,260 | 1,260 |
| Cole, W. R. | 2,580 | 2,820 | 2,820 |
| Lyons, L. M. | 2,820 | 3,000 | 3,000 |
| Van Meter, R. A. | 2,700 | 3,000 | 3,000** |
| Binner, T. M. | 780 | 840 | 840 |
| Allen, H. L. | 1,200 | 1,260 | 1,260 |
| Archibald, J. G. | 2,160 | 2,280 | 2,280 |
| Ball, A. S. | 1,140 | 1,200 | 1,200 |
| Coffin, R. L. | 1,440 | 1,500 | 1,500 |
| Dunbar, C. O. | 1,440 | 1,500 | 1,500 |
| French, A. P. | 1,500 | 1,620 | 1,620 |
| Sanborn, Ruby | 1,080 | 1,380 | 1,320*** |
| Wallace, A. M. | 1,440 | 1,500 | 1,500xx |
| Church, L. G. | 1,440 | 1,500 | 1,500 |
| Eppler, Margaret | 840 | 900 | 900 |
| Swift, R. W. | 1,560 | 1,620 | 1,620 |
| Smith, Ann | 960 | 1,080 | 1,080 |

** Promoted to Professor of Pomology
*** Promoted to Investigator in Poultry Husbandry
xx Effective August 1, 1922

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, September 15, 1922.

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The meeting was called to order at 9:45 A. M. by the Vice-President, Mr. Charles A. Gleason:

PRESENT: Trustees Gleason, Bowditch, Ellis, Frost, Gannon, Gerrett, Gilbert, Howe, Preston, Smith, Wheeler, and Butterfield. Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was read:

Amherst, Mass.
September 5, 1922.

To the Trustees of the
Massachusetts Agricultural College

Call for the meeting

Gentlemen:

Pursuant to the vote of the Trustees of June 27, 1922, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 9:30 A. M. Friday, September 15, 1922.

The purpose of the meeting will be to consider the legislative budget for 1923, and to transact such other business as may be presented.

Yours respectfully,

Ralph J. Watts
Secretary.

Approval of Minutes

The minutes of the meeting of June 27, 1922, were by vote approved without reading.

It was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To approve the action of the President in accepting the following resignations:

Resignations

Charles H. Abbott, Instructor in Zoology, August 31, 1922
Margaret G. Davidson, Clerk, Extension Service, October 1922.
Florence E. Day, Clerk, Extension Service, September 11, 1922.
Gertrude E. Hollis, Clerk, Dean's Office, August 1, 1922.
Marguerite C. Leduc, Chief Clerk, Extension Service, September 30, 1922.
Gertrude L. Milne, Clerk, Treasurer's Office, September 23, 1922.
Frances Powers, Stenographer, Library, September 20, 1922.
Mrs. Ruth S. Reed, Assistant Extension Professor of Home Economics, June 30, 1922.
Ann Smith, Analyst, Department of Veterinary Science, September 30, 1922.
Mrs. Ruth M. Smith, Stenographer, Extension Service, July 31, 1922.

VOTED: To confirm the following new appointments as reported by the President:

Appointments

Charles P. Alexander, Assistant Professor of Entomology, $2,340, September 1, 1922.
Mary A. Bartley, Instructor in Home Economics, $1,800, September 1922.
Herbert L. Collins, Instructor in Physical Education, $1,200, September 18, 1922.
Jeannette M. Elder, Stenographer, Extension Service, $840, September 1, 1922.
Mary E. M. Garvey, Instructor in Microbiology, $1,440, September 1, 1922.
Robert D. Hawley, Supervisor of Extension Schools and Exhibits, $1,980, September 5, 1922.
Frank J. Kokoski, Analyst, Control Service, $1,200, July 15, 1922.
Esther J. Lester, Clerk, Extension Service, $780, September 11, 1922.
Hazel A. Longden, Stenographer, Division of Horticulture, $840, September 16, 1922.
Mrs. Marie B. Marsh, Matron, Women's Dormitory, $100 per month, October 1922.
Grant B. Snyder, Instructor in Vegetable Gardening, $1,560, September 16, 1922.
John J. Smith, Collector of Blood Samples, $1,200, September 1, 1922.
Lewis W. Taylor, Instructor in Poultry Husbandry, $1,500, September 16, 1922.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Marion L. Tucker, Extension Assistant Professor of Home Economics, $2,700, September 1, 1922.
Elizabeth A. Wheeler, Stenographer, Extension Service, $840, June 19, 1922.

VOTED: To approve the following transfers and promotions of members of the staff:

Promotions and Transfers

Paul J. Anderson, Professor of Botany to Research Professor of Botany, February 15, 1922.
Grace E. Gallond, Clerk, Department of Dairying to Chief Clerk, Dean's Office, $1,380, September 16, 1922.
Evelyn C. Hubbard, Stenographer, Division of Agriculture to Stenographer, President's Office, July 10, 1922.
Roy D. Harris, Instructor in Vegetable Gardening to Assistant Professor of Vegetable Gardening, $2,400, September 1, 1922.
Helen E. Reardon, Stenographer, Extension Service, to Chief Clerk, Extension Service, $1,200, October 1, 1922.

Student Labor rate of pay

VOTED: That beginning September, 1922, the standard rate of pay for student labor be 25 cents per hour, that the maximum rate for skilled labor be 40 cents per hour, and that authorization for the payment of any rate above 25 cents per hour be made in advance by the Treasurer or the President.

Ruby Sanborn Salary Increase

VOTED: To confirm the action of the President in including the name of Ruby Sanborn in the schedule for salary increases, submitted to the Supervisor of Administration in June, 1922, embodying her promotion to the position of Investigator in Poultry Husbandry, at a salary of $1,440 per year.

Asso. of Land Grant Colleges Representatives

VOTED: That the following delegates be appointed to represent the College at the annual meeting of the Association of Land Grant Colleges, to be held in Washington, D. C., in November, 1922:

President Kenyon L. Butterfield
Director Sidney B. Haskell
Director John D. Willard
Dr. Arthur W. Gilbert.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Mr. J.H.Ritchie Extra. Compensation

The Trustees considered further the claim of Mr. James H. Ritchie for extra compensation in connection with the preparation of plans for the chemistry laboratory, and it was

VOTED: To refer this matter with power to a special committee consisting of President Butterfield, Dr. Smith, and Mr. Ellis.

H.M.Gore Salary Adjust.

VOTED: To refer to President Butterfield and Dr. Smith with power the adjustment of the salary of Prof. H. M. Gore for the ensuing college year.

Chem.Lab. Fire

The President reported briefly on the loss of the chemistry laboratory by fire, on the morning of September 6th, and Mr. Ellis reported on his interview with the Governor relative to securing an emergency appropriation sufficient to replace the supplies and equipment lost in the fire. After discussion it was

Chem. Lab. Relief

VOTED: That Mr. Ellis, President Butterfield, and Dr. Gilbert, in cooperation with Mr. Kenney, be empowered to represent the Trustees in further negotiations looking toward financial relief to meet the loss of supplies and equipment incurred by the burning of the chemistry laboratory.

It was

Fire Protection

VOTED: To confirm the action of the Committee on Buildings and Arrangement of Grounds whereby the appropriate State officials should be requested to make an investigation of the Massachusetts Agricultural College for the purpose of determining whether its buildings now have adequate fire protection.

On recommendation of the Committee on Experiment Department, it was

TRUSTEE

VOTED: That Dr. Frank A. Hays be elected Research Professor of Poultry Husbandry at a salary of $3,000 per year.

Dr.F.A.Hays appointment

VOTED: That, if necessary, an appeal be made to the Governor and Council in order to establish the salary of the above mentioned position at $3,000.

Poultry Husb. Research Prof. Salary

VOTED: That the Cornelia Warren Estate be placed under the supervision of the Director of the Experiment Station.

Cornelia Warren Estate, Supervision

VOTED: That a bill be introduced into the Legislature of 1923 authorizing the Massachusetts Agricultural College to dispose of the Market Garden Field Station at North Lexington.

Market Garden Field Station, N.Lexington, Disposition

VOTED: That an item of $25,000 be included in the legislative budget of 1923 for the purpose of moving equipment, building new equipment, and establishing the Market Garden Field Station at Waltham.

Market Garden Field Station, Waltham, Appropriation.

On recommendation of the Committee on Course of Study and Faculty, it was

VOTED: To reorganize the Department of Veterinary Science on the following basis, effective October 1, 1922:

Veterinary Science Dept. Reorganization

Department of Veterinary Science and Animal Pathology

| | | |
|---|---|---|
| George E. Gage | Professor of Animal Pathology and Head of Department | $3,600.* |
| John B. Lentz | Assistant Professor of Veterinary Science and College Veterinarian | 2,820. |
| James B. Paige (Now absent on leave without pay) | Lecturer in Veterinary Science | 1,500. (Provided service is rendered.) |
| - - - - - - - - | Assistant Research Professor of Avian Pathology | 2,340. |
| Clerk | One-half time | 450. |

The Trustees considered in detail the budget for

*Salary approved by Supervisor at $3,420.

1923 which had been recommended by the Finance Committee.

It was

VOTED: To approve the following projects for special appropriations for 1923:

Major Projects

| | |
|---|---|
| Chemistry Laboratory | $150,000. |
| Laboratory, Horticultural Manufactures | 38,000. |
| Tunnel from Power Plant to Stockbridge Hall | 35,000. |
| Development of Market Garden Field Sta.,Waltham | 25,000. |
| Women's Gymnasium | 15,000. |
| Addition to Rural Engineering Shops and Equipment. | 15,000. |
| Roads | 8,000. |
| Tool Sheds and Garage for Division of Horticulture | 6,000. |
| Live Stock Replacement | 5,000. |
| Calf Barn | 5,000. |
| Improvements at Tillson Farm | 5,000. |
| Superintendent's Cottage at the Farm | 5,000. |
| Tunnel to first steam pit south of Power Plant | 4,250. |
| Fencing Fruit Plantations | 3,000. |
| New Walks | 2,500. |
| Grading and draining addition to athletic field | 2,500. |
| Land for Cranberry Station at East Wareham | 1,000. |

Tobacco Investigational Work

VOTED: To request Director Haskell and Mr. Gerrett to confer with representative tobacco growers in the Connecticut Valley relative to adequate equipment for the tobacco investigational work.

The President reported on a conference which he had had with Mr. Carl Raymond relative to a revolving fund for the College, and it was

Emergency Fund

VOTED: To authorize the President to negotiate further with the Supervisor of Administration relative to an emergency fund for the maintenance of the College.

The President raised the question as to what the future policy should be relative to out of state travel. After discussion, it was

Out of State Travel Policy

VOTED: That a committee consisting of President Butterfield, Dr. Smith, Mr. Gleason, and Mr. Gerrett consider the policy which in the future shall govern out of state travel, and to report to the Trustees at a subsequent date.

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The President raised the question as to the attitude which the Board of Trustees should take relative to the present investigation concerning the establishment of a State University.

State University

After further consideration of the budget for maintenance, it was

VOTED: To approve a budget for current maintenance for 1923 which shall not be in excess of $80,000 over the appropriation for 1922, and that the details be passed upon by the Chairmen of the Trustees Committees and the President.

Budget Maintenance

The meeting adjourned at 2:00 P.M.

Charles A. Gleason — Vice President

Ralph J. Watte — Secretary

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, January 4, 1923.

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The meeting convened at 5:15 P.M., with the Vice President, Mr. Charles A. Gleason, presiding.

PRESENT: Trustees Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Gannon, Gerrett, Gilbert, Pollard, Preston, Richardson, and Butterfield. Treasurer Kenney was also present.

The following call for the meeting was duly issued:

Amherst, Mass.
December 22, 1922.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

At the request of three members, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club, at 5:00 P.M., Thursday, January 4, 1923; the purpose of the meeting is to hear reports of the Directors of the Experiment Station, Extension Service, Graduate School, and Short Courses.

Yours respectfully,

Ralph J. Watts,
Secretary.

Reports for 1922

Reports covering the activities of the last fiscal year were presented by the following:

William L. Machmer, Acting Dean
Charles E. Marshall, Director of the Graduate School
John Phelan, Director of Short Courses
John D. Willard, Director of the Extension Service.
Sidney B. Haskell, Director of the Experiment Station.

Meeting adjourned at 8:00 P.M.

Charles A. Gleason, Vice President

Ralph J. Watts, Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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TRUSTEE

MINUTES OF THE ANNUAL MEETING OF THE TRUSTEES

State House, Boston, January 5, 1923

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The meeting was called to order in Room 450 at 9:45 A.M., by the Vice President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gannon, Gerrett, Gilbert, Howe, Pollard, Preston, Richardson, Smith, and Butterfield. Treasurer Kenney was also present.

The following call for the meeting was read:

Amherst, Mass.
December 22, 1922.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Pursuant to the provisions of the by-laws, the annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136, State House, Boston, at 9:30 A.M., Friday, January 5,1923.

Call for the Meeting

Yours respectfully,

Ralph J. Watts
Secretary.

On motion it was

VOTED: To approve without reading the minutes of the meeting of September 15, 1922.

Approval of Minutes

On motion it was

VOTED: To approve the actions of the various Trustee committees for the past year.

On motion it was

TRUSTEE

VOTED: That the Chairman appoint a committee to notify the Governor that the Trustees of the Massachusetts Agricultural College are meeting in annual session.

Pursuant to the above vote, the Chairman appointed Messrs. Bowditch, Ellis, and Gilbert.

On motion it was

Nominating Committee

VOTED: That the Chairman appoint a committee of three to submit nominations for officers and standing committees for the ensuing year.

Pursuant to the above vote, the Chairman appointed Messrs. Frost, Howe, and Bowditch.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

Farm House Appropriation

VOTED: That a legislative appropriation of $8,000 be requested to provide a two-tenement farm house of 14 rooms, to replace the farm house destroyed by fire, December 14, 1922.

Governor Cox

From 10:15 A.M. until 10:40 A.M., His Excellency, The Governor, Channing H. Cox, attended the meeting, during which time the President read his annual report.

On motion it was

President's Report

VOTED: To accept the report of the President as presented and to adopt it as the report of the Trustees for the year ended November 30,1922.

Building Projects

Dormitories

Physical Education Building

The Trustees considered the recommendation of the Committee on Buildings and Arrangement of Grounds that the next large building project to be presented to the Legislature should be that of dormitories. The discussion which ensued indicated that the majority of the Trustees were in favor of giving precedence to the project for a

physical education building. On motion of Mr. Frost it was

VOTED: To refer to the Committee on Buildings and Arrangement of Grounds further consideration of the building program for the next few years with power to secure plans for such buildings as it deems advisable, that consideration be given to the possibility of utilizing the present library facilities to a larger extent, and that a report be made to the Trustees at the June, 1923, meeting.

Building Program

Use of Library

The Trustees discussed at length the policy of employing a consulting architect and also of asking for plans for future buildings from architects other than Mr. James H. Ritchie. On motion of Mr. Frost, it was

James H. Ritchie as Consulting Architect

VOTED: That the Trustees do not employ a consulting architect for 1923, but that the employment of such architects' services as may be required from time to time be authorized by the Committee on Buildings and Arrangement of Grounds.

Architect for 1923

It was

VOTED: To leave to the Committee on Buildings and Arrangement of Grounds with power the question of securing plans and specifications for future buildings from architects other than Mr. James H. Ritchie.

Plans and specifications for future buildings

Dr. Smith announced that on this date, Mr. Arthur G. Pollard is celebrating the 80th anniversary of his birthday. By a rising vote, the Trustees expressed to Mr. Pollard their hearty felicitations on this anniversary, which expression was graciously accepted by Mr. Pollard.

Arthur G. Pollard, 80th Anniversary

Dr. Smith, for the special committee appointed to consider this matter, recommended that the claim formerly presented by Mr. James H. Ritchie of $1,000 as

James H. Ritchie Claim approved

extra compensation on account of service rendered in connection with the preparation of plans for the Chemistry Building be paid, and it was

Payment authorized

VOTED: To accept the report and authorize the payment of the claim.

At 12:40 P.M., the Trustees adjourned for luncheon and continuation of business at the Boston City Club.

Commission on Technical and Higher Education in Mass.

The President reported on the visit to the College on November 15, 1922, of the Commission on Technical and Higher Education in Massachusetts, and read a statement presented to the Commission at that time by Dr. H. T. Fernald. The President also read a memorandum which he had prepared at the request of the Chairman of the Commission, setting forth his personal views concerning this problem. Mr. Richardson, a member of the Commission, discussed the purpose of the investigation and its progress to date. Several of the Trustees expressed their opinion on this question.

The Committee on Nominations presented its report and in accordance therewith the following officers and standing committees were elected to serve for the ensuing year:

OFFICERS OF THE TRUSTEES

Officers

Governor Channing H. Cox, President
Charles A. Gleason, Vice President
Ralph J. Watts, Secretary
Fred C.Kenney, Treasurer
Charles A. Gleason, Auditor

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

## STANDING COMMITTEES OF THE TRUSTEES FOR 1923

### COMMITTEE ON FINANCE

Charles A. Gleason, Chairman
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Atherton Clark

### COMMITTEE ON COURSE OF STUDY AND FACULTY

William Wheeler, Chairman
Elmer D. Howe
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon
Arthur W. Gilbert

Trustees Committees

### COMMITTEE ON FARM

Nathaniel I. Bowditch, Chairman
Frank Gerrett
George H. Ellis
Arthur W. Gilbert
Carlton D. Richardson

### COMMITTEE ON HORTICULTURE

Harold L. Frost, Chairman
Charles A. Gleason
Elmer D. Howe
Atherton Clark
Charles H. Preston

### COMMITTEE ON EXPERIMENT DEPARTMENT

Charles H. Preston, Chairman
Arthur W. Gilbert
Arthur G. Pollard
Harold L. Frost
Carlton D. Richardson

### COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS

George H. Ellis, Chairman
Frank Gerrett
William Wheeler
James F. Bacon
Charles H. Preston
Atherton Clark

### COMMITTEE ON EXTENSION SERVICE

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon
Arthur W. Gilbert

### COMMITTEE ON LEGISLATION

Charles A. Gleason, Chairman
Payson Smith
George H. Ellis
Nathaniel I. Bowditch
William Wheeler
Carlton D. Richardson
James F. Bacon
Arthur W. Gilbert
Ex Officio

TRUSTEE

Transfer of Control Work

Dr. Gilbert raised the question as to the desirability of further consideration being given to the transfer of the control work from the College to the State Department of Agriculture, and on his motion it was

VOTED: That the Chairman appoint a special committee of three to consider the question of transferring the control work from the College to the Department of Agriculture, and to report at a subsequent meeting of the Trustees.

Pursuant to the above vote, the Chairman appointed Messrs. Preston, Howe, and Bowditch.

It was

Exhibition at Agricultural Fairs

VOTED: That the College make an exhibit at various agricultural fairs in 1923; that to meet the expense, the President reserve an item of $2,000 in the budget, and that the details of such exhibits be referred to a special committee consisting of the chairmen of the Committees on Farm, Horticulture, and Extension Service, for report to the Trustees at the June, 1923, meeting.

The Treasurer submitted his annual report for the last fiscal year and on motion it was

Treasurer's Report

VOTED: To accept and adopt the report presented by the Treasurer for the year ended November 30, 1922.

It was

VOTED: To accept the following resignations of members of the staff:

Resignations

Marguerite Davis, Resident Nurse, August 31, 1922.
Mary A. Evans, Stenographer, Dean's Office, November 8, 1922.
Mrs. Ethel L. Hammond, Stenographer, Rural Home Life, November 20, 1922.
Honoria A. Lee, Stenographer, Division of Horticulture, December 31, 1922.

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Resignations

Norman E. Phillips, Assistant Professor of Beekeeping, October 31, 1922.
Mrs. Ruth L. Rodwaye, Bookkeeper, Treasurer's Office, November 10, 1922.
Raymond W. Swift, Analyst, Control Service, December 31, 1922.

VOTED: To approve the following appointments:

Appointments

Nellie S. Carl, Stenographer, Rural Home Life, $840, November 3, 1922.
Marion B. Damon, Bookkeeper, Treasurer's Office, $900, September 1, 1922.
A. Iva Denny, Stenographer, Extension Service, $780, September 20, 1922.
Philip E. Foss, Instructor in Zoology, $1,500, September 22, 1922.
Anna M. Gabriel, Resident Nurse, $1,000, September 25,1922.
Laura Garnjobst, Stenographer, Extension Service, $960, October 2, 1922.
Frank A. Hays, Research Professor, Poultry Husbandry, $3,000, September 28, 1922.
Mildred H. Hollis, Analyst, Department of Veterinary Science, $960, September 28, 1922.
Charles W. Kemp, Field Professor in Teacher Training, $1,000, November 22, 1922 (1/3 time).
Katherine M.Martin, Clerk,Department of Veterinary Science, $900, October 1, 1922.
Rebecca L. Mellor, Clerk, Department of Veterinary Science, $960, December 1, 1922.
Norman J. Pyle, Assistant Research Professor, Avian Pathology, $2,340, November 15, 1922.
Mrs. Emma F. Sargent, Bookkeeper, Treasurer's Office, $900, November 1, 1922.
Charlotte M. Sheffield, Clerk, Dairy Department, $840, September 19, 1922.
Dorothea E. Sinclair, Mailing Clerk, Extension Service, $660, September 13, 1922.
Harriette C. Whitney, Stenographer, President's Office, $840, October 2, 1922.

VOTED: To approve the following transfers, promotions and salary increases:

Transfers, Promotions, Salary Inc.

Mrs. Teresa M. Binner, Clerk, Division of Agriculture. Promoted and salary increased from $840 to $960, December 1, 1922.
Genevieve Burrington, Clerk, Department of Dairying. Promoted and salary increased from $840 to $960, October 1, 1922.

TRUSTEE

Margaret Carroll, Assistant Supervisor of Advanced Registry Promoted and salary increased from $960 to $1,080, January 1, 1923.
Catharine E. Honney, Stenographer, Library, October 1, 1922. Transferred from President's Office.
Katherine M. Martin, Stenographer, Division of Horticulture, $900, January 2, 1923. Transferred from Clerk, Department of Veterinary Science.
Alice J. Twible, Stenographer, Poultry Husbandry. Salary increased from $840 to $960, December 1, 1922.

It was

Mr. Kenney Property Officer for U.S. Gov. property.

VOTED: To ratify the action of the President in designating Treasurer Kenney as property officer for United States Government property in the custody of the institution.

It was

New Position Poultry Husbandry

VOTED: To approve the establishment of a new position of instructor in Poultry Husbandry for Short Course instruction at $1,440 per year.

The President reported on a protest which had been made to him by the local Post of the Veterans of Foreign Wars against the continued employment by the College of George Wojnav, foreman in the Grounds Department, because in 1917 the latter had claimed exemption from military service on the ground that he was an enemy alien. The President stated that George Wojnav had applied for citizenship papers and that in granting his initial papers the court had apparently not found any prejudice against the application because of the exemption which had been claimed. It was

George Wojnav

VOTED: To instruct the President to notify the complainant that inasmuch as initial citizenship papers have been granted to George Wojnav, the Trustees find no cause to remove him from his present position, because of reasons stated by complainant.

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The President reported on the action which he had taken in excusing Gordon H. Ward, a student at the College, from military drill on the basis of a petition from Mr. Ward, endorsed by his father and based on conscientious objections to war. The Trustees ratified the action of the President.

Gordon H. Ward Excused from Military Drill

It was

VOTED: That a special meeting of the Trustees be called at such time prior to June, 1923, as the Vice-President may designate for the purpose of hearing the reports of various special committees of the Trustees.

Special Meeting

Meeting adjourned at 3:10 P.M.

Charles A. Gleason Vice President

Ralph W. J. Nattle Secretary

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Copley Plaza Hotel, Boston, April 26,1923

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Pursuant to call duly issued, the meeting convened at 2:00 P.M., with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Trustees Gleason, Bacon, Bowditch, Clark, Ellis, Frost, Gilbert, Pollard, Preston, Richardson, and Butterfield. Dean Lewis was also present.

Address of Mr. Julius Barnes of U.S.Chamber of Commerce

Prior to the meeting, the Trustees had been guests of Dr. Gilbert at the luncheon of the Boston Chamber of Commerce, at which Mr. Julius Barnes, President of the United States Chamber of Commerce, had delivered an address. The Trustees by vote expressed to Dr. Gilbert their appreciation of his hospitality.

Market Garden Field Station Report on Conference.

Mr. Frost reported on the conference which he and representatives of the Market Gardeners Association had had with the Chairman of the Commission on Administration and Finance relative to the sale of the Market Garden Field Station at North Lexington and the re-establishment of the station at Waltham. After discussion, and on motion of Dr. Gilbert, it was

VOTED: In accordance with the suggestion made by the Chairman of the Commission on Administration and Finance, to authorize the Treasurer in cooperation with the Committee

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on Experiment Department to place on the market the Market Garden Field Station at North Lexington, and to seek proposals for the purchase thereof.

It was

VOTED: To authorize Mr. Preston, with such Trustees as he may select, to further interview the Chairman of the Commission on Administration and Finance and lay before him the considerations which appear to make desirable early authorization for the sale of the Market Garden Field Station at North Lexington.

Interview with Chairman of Com. on Adm.& Finance

The President explained the program for the visit of the Legislature to the College, May 4. These plans were discussed at length by the Trustees.

Program for Visit of Legislature.

The meeting adjourned at 3:10 P.M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, May 26, 1923.

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The meeting was called to order at 9:40 A.M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Clark, Ellis, Frost, Gannon, Gerrett, Gilbert, Howe, Smith, and Butterfield.

The following call for the meeting was read:

Amherst, Mass.
May 15, 1923.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

In accordance with the vote of the Trustees of January 5, 1923, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 9:30 A.M., Saturday, May 26, 1923. The purpose of the meeting will be to consider the reports of various special committees of the Trustees and to transact such other business as may be presented at that time.

Yours respectfully,

Ralph J. Watts
Secretary.

By vote, the minutes of the meetings of January 4, January 5, and April 26, 1923, were approved without reading.

It was

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VOTED: To confirm the action of the Trustees Committee on Course of Study and Faculty in making the following adjustments on the retirement of Professor Hart as Head of the Department of Agricultural Education, April 1, 1923:

Adjustment of Dept. of Education

Promotion of W. S. Welles, Professor of Agricultural Education to Head of Department - at his present salary of $3,900 per year, one half of which is paid from College funds and one half from Federal Smith-Hughes funds.

Prof. Welles as Head of Dept.

Appointment of Harry N. Glick, Professor of Agricultural Education, salary $3,000 per year.

Prof. Glick

The President read a letter from Senator John W. Haigis expressing his appreciation of the manner in which the College entertained the Legislature on its visit May 4. It was

Letter from Senator Haigis

VOTED: To authorize the President to express to Senator Haigis the appreciation and gratitude of the Trustees for his assistance in bringing about the visit of the Legislature.

Appreciation to Senator Haigis

VOTED: That the Trustees express their appreciation to the faculty, students, and alumni, and to the citizens of Amherst for their assistance in carrying out the program of entertainment for the Legislature on May 4.

Appreciation to faculty, students etc.

The following engrossed order from the Senate and House of Representatives was read:

The Commonwealth of Massachusetts
Senate, May 7,1923

ORDERED, That the Senate and House of Representatives hereby extend to the Trustees of the Massachusetts Agricultural College, and the faculty and students thereof, their appreciation and thanks for the very courteous and painstaking attention accorded the members of the General Court, on the occasion of their recent visit of inspection

Engrossed Order From Senate and House of Representatives

to the College, and that suitably engrossed copies of this order be sent by the clerks of the two branches to the said board of trustees.

Sent down for concurrence,
William H. Sanger, Clerk

House of Representatives, May 8, 1923.
Adopted, in concurrence,
James W. Kimball, Clerk

It was

Degree of Bachelor of Science

VOTED: That the degree of Bachelor of Science be conferred upon such candidates of the class of 1923 as by June 8th shall have met the scholastic and other requirements for graduation, and that the President of the College represent the Trustees in determining the eligibility of such candidates.

Degree of Master of Science

That the degree of Master of Science be conferred upon such candidates as by June 8, 1923, shall have met the scholastic and other requirements for this degree, and that the President of the College represent the Trustees in determining the eligibility of such candidates.

Degree of Doctor of Philosophy

That the degree of Doctor of Philosophy be conferred upon such candidates as by June 8, 1923, shall have met the scholastic and other requirements for this degree, and that the President of the College represent the Trustees in determining the eligibility of such candidates.

On recommendation of the Committee on Buildings and Arrangement of Grounds, it was

James B. Paige Laboratory

VOTED: That the Veterinary Laboratory be given the name "The James B. Paige Laboratory".

Dormitory Policy

VOTED: That the Trustees adopt as their policy the effort to provide dormitory accommodations for all women students, and for the men students in the four year freshman class.

On recommendation of the Committee on Course of Study and Faculty, it was

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VOTED: That Professor H. F. Judkins be made Head of the Department of Dairying, the same to take effect September 1, 1923.

Prof. Judkins, Hd. of Dept. of Dairying

VOTED: That the arrangement made for the current year by which Professor Lockwood is serving as Extension Professor of Dairying with certain relationships to various dairy organizations, continue for one year from September 1, 1923.

Arrangement with Prof. Lockwood

The Trustees considered the question of professional degrees referred to it by the Trustees Committee on Course of Study and Faculty. After discussion, Dr. Gilbert

MOVED: That the degree of Master of Agriculture and Doctor of Agriculture be no longer offered, but that the degrees of Master of Science in Agriculture, and of Master of Science in Horticulture, and of Master of Science in other groups of subjects, be established.

Professional Degrees

It was

VOTED: To lay the above motion on the table for consideration at a subsequent meeting of the Trustees.

The President reported that he had submitted to the Commission on Education a schedule for salary increases for the members of the professional and clerical staff, based on the recommendations of the Trustees, and included in the budget for 1923.

Salary Increases

The President reported that in view of the advance in wages of laborers, he had without previous vote of the Trustees, secured from the Commission on Administration and Finance authorization to make a general advance in the wages of laborers. This action was by vote approved.

Advance in Wages of Laborers.

TRUSTEE

It was

Wages of Laborers

VOTED: To authorize the President to seek the necessary approval from the Commission on Administration and Finance for such further advances in the wages of laborers as may be necessary to meet the prevailing rate of pay.

Mr. Bowditch, chairman of the Special Committee on Fair Exhibits, reported for the Committee, and in accordance therewith, it was

Fair Exhibits

VOTED: That the major exhibits for 1923 be limited to the Connecticut Valley area, and that the following exhibits be made:

a. An exhibit to occupy one wing of the Massachusetts building at the Eastern States, providing arrangements for such can be made.

b. A livestock exhibit, in competition, at the Eastern States Exhibition.

c. A non-competitive exhibit of both livestock and horticultural material in the Three-County Fair in Northampton, to be housed in a tent, and to be distinctly a College exhibit.

d. An exhibit of sheep at the Greenfield Fair with the possibility of a horticultural exhibit also if the Greenfield fair management so desires.

That the above program be carried out by a Committee consisting of the following: President Butterfield, Prof. Fawcett, Prof. Foord, Mr. Hawley, Prof. MacDougall, Mr. Montague, Prof. Salisbury, Prof. Sears, Prof. C. L. Thayer, and Prof. Waugh.

Report from Special Committee

The President made a report of progress from the Special Committee on Relationship between the Trustees and the Commissioner of Education.

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In accordance with a report from the Special Committee on Terms of Employment, it was

VOTED: That the President and Commissioner Smith present to Mr. Loring of the Commission on Administration and Finance, the plan contemplated in the "Terms of Employment", previously adopted by the Trustees, but now not in operation; and in the event of the desired result not being thus secured, to consider seeking special legislation in support of a plan.

Terms of Employment

The President reported for the Special Committee on Out-of-State Travel. The report was by vote accepted as a report of progress.

Report of Special Committee

On recommendation of the Committee on Experiment Department, it was

VOTED: That Director Haskell be authorized to introduce in the Legislature of 1924, an amendment to the existing law, reducing the feed brand fee from $20 to $15.

Feed Brand Fee

The question of editorial control of experiment station bulletins by the Commission on Administration and Finance was discussed at length, and it was

VOTED: That a special committee consisting of Mr. Preston, Dr. Gilbert, Dr. Smith, and Director Haskell, be appointed to confer with the Commission on Administration and Finance relative to this matter, and to make further recommendations to the Trustees at their September meeting.

Editorial Control

The meeting adjourned at 11:30 A. M.

Charles A. Gleason, Vice President

Ralph J. Watts, Secretary.

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Indexed

MINUTES OF SEMI-ANNUAL MEETING OF THE TRUSTEES

President's Office, Amherst, Mass., June 11, 1923

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The meeting was called to order at 9:15 A.M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Clark, Ellis, Frost, Gerrett, Gilbert, Howe, Preston, Richardson, Wheeler, and Butterfield. Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was duly issued:

Amherst, Mass.
May 31, 1923.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the Meeting

Pursuant to the provisions of the by-laws, the semi-annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the office of the President of the College, Amherst, Mass., at 9:00 A.M., Monday, June 11, 1923.

Yours respectfully,

Ralph J. Watts
Secretary.

The minutes of the meeting of May 26, 1923, were approved without reading.

Dr. Marshall discussed the question of professional degrees, and it was

Professional Degrees

VOTED: That this matter be laid upon the table and that it be made a special order of business at the meeting of the Trustees in September.

TRUSTEE

Mr. Hoyt presented tentative plans for enlarging the present library building and submitted estimates of cost for the complete and for the partial remodeling and refitting of the library.

Library Plans

Mr. Ritchie presented plans and estimates for a building for physical education. Professor Hicks explained the purpose of the enlarged program contemplated for physical education and emphasized the need of a building for this purpose.

Physical Education - Plans

Mr. Ritchie also presented tentative plans and estimates for a fireproof dormitory and for a frame dormitory.

Frame Dormitory

The President presented a tentative budget for buildings for the next two years, the total appropriation necessary to carry out this program being approximately $600,000. In the discussion that ensued, Mr. Bowditch suggested the desirability of the Trustees considering with the Commission on Administration and Finance the possibility of developing a ten year building program.

Buildings for next two years

Ten-year Building Program

On motion of Dr. Gilbert it was

VOTED: That the final decision with respect to the appropriation which will be asked for buildings from the next Legislature be deferred; that the Committee on Buildings and Arrangement of Grounds and the President confer with the Commission on Administration and Finance relative to a building policy for the institution; and that a special meeting of the Trustees to consider this matter be held at a date to be determined by the chairman of the Board.

Building Policy

Special Meeting of Trustees

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Pursuant to the vote of the Trustees of May 26th, the President reported the following as being eligible for degrees:

Degree of Bachelor of Science

For the Degree of Bachelor of Science

Trescott Tupper Abele
Mason Williams Alger
Luther Bailey Arrington
Howard Baker
Eleanor Willard Bateman
Howard Bates
Robert Brooks Bates
James Allen Beal
James Stanley Bennett
Inza Almena Boles
Garner Hunter Brewer
Lawrence Francis Broderick
Francis Edward Buckley
Edmund William Burke
Saul Cohen
Donald Keith Collins
Frederick Belcher Cook
Paul Corash
Lewis Everett Dickinson, Jr.
Philip Berry Dowden
John Benedict Faneuf
Leo Joseph Fitzpatrick
Owen Eugene Folsom
Roger Boynton Friend
Robert Donald Fuller
Benjamin Gamzue
Bertram Irving Gerry
Mary Katherine Gildemeister
Clifton Forrest Giles
Philip Gold
Howard Reynolds Gordon
George Graves
Raymond Henry Grayson
John Stancliff Hale
Melvin Bernard Hallett
Robert John Harrington
Allen Jay Heath
Norman Douglas Hilyard
Marshall Sinclair Hodsdon
George Gilbert Holley
Frederick Allen Hollis
Henry Leander Hunter, Jr.
Gilbert Henry Irish
Cleon Bancroft Johnson
Eyrle Gray Johnson
Molly LeBaron Lewis
Gustaf Elmer Richard Lindskog
Frank Dennison Luddington
Donald Eugene MacCready
Alexander Borea Marshall
Wilbur Horace Marshman
Frances Barbara Martin
Robert Fitz-Randolph Martin
Edna Mather
John Bacon Minor, Jr. as of 1918
Sageer Mohamedi
Robert deSales Mohor
Vernon Downer Mudgett
Richard Carll Newell
Harry Cecil Norcross
Donald Gilford Nowers
Wallace Earl Paddock
Charles Francis Picard
Homer Flint Richards
Mark Morton Richardson
Arthur William Roberts
Charles Francis Russell
Alexander Sandow
Richmond Holmes Sargent
Fred Grant Sears, Jr.
Charles Gertner Sharpe
Thomas Francis Shea
Paul Edward Shumway
Irving Woodman Slade
Jeffrey Poole Smith
Thomas Lathrop Snow
Edwin Tanner
James Gordon Tarr
Edward Norman Tisdale
Carroll Alden Towne
Warren Hannaford Towne
Malcomb Edward Tumey
Dorothy VanHoren Turner
Richard Goodwin Wendell
Holden Whitaker
John McKey Whittier
Forrest Earl Williams
Conrad Louis Wirth
Leverett Stearns Woodworth

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For the Degree of Master of Science

Degree of Master of Science

Mehmed Ali
Renzy Evert Flikkema
Arthur Perkins French
John Robert Parker
David Potter
Harrison Morton Tietz
Esther Watson Tipple
Harlan Noyes Worthley
Hubert William Yount

For the Degree of Master of Agriculture

Master of Agriculture

Chinghsi Hiram Lowe
Victor Arthur Rice

For the Degree of Doctor of Philosophy

Doctor of Philosophy

Paul Serex, Jr.

The President reported the following retirements:

Retirements
Prof.Hart
Prof.Wellington

William R. Hart, Professor and Head of Department of Agricultural Education, March 31, 1923.
Charles Wellington, Professor, Chemistry, May 4, 1923.

It was

VOTED: To approve the action of the President in accepting the following resignations:

Resignations

Hazel Donovan, Clerk, Power Plant, May 23, 1923.
Arthur P. French, Investigator, Pomology, January 31, 1923.
Willard K. French, Assistant Professor, Pomology, March 24, 1923.
Laura Garnjobst, Stenographer, Extension Service, March 9, 1923.
Charles H. Gould, Assistant Professor, Pomology, April 30, 1923.
Evelyn C. Hubbard, Stenographer, President's Office, March 20, 1923.
Charles W. Kemp, Field Professor, Teacher Training, March 31, 1923.
Webster S. Krout, Assistant Research Professor, Botany, April 15, 1923.
Louise Leonard, Stenographer, Extension Service, April 18, 1923.
Emma F. Sargent, Bookkeeper, Treasurer's Office, January 31, 1923.
Dorothea Sinclair, Duplicating Clerk, January 18, 1923.
Lewis W. Taylor, Instructor, Poultry Husbandry, September 15, 1923.
Harriette C. Whitney, Stenographer, President's Office, April 24, 1923.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: To confirm the action of the President in making the following appointments:

Appointments and Transfers

John S. Bailey, Investigator, Pomology, $1,560, March 14, 1923.
Sylvester J. Broderick, Analyst, $1,440, January 19, 1923.
Morton H. Cassidy, Assistant Professor, Beekeeping, $2,160, April 1, 1923.
Frederick E. Cole, Assistant Extension Professor, Pomology, $2,340, April 1, 1923.
William L. Doran, Assistant Research Professor, Botany, $2,820, April 16, 1923.
Harriet F. Fish, Clerk, Power Plant, $960, April 23, 1923.
Harry N. Glick, Professor, Agricultural Education, $3,000, April 1, 1923.
Achsah H. Graves, Stenographer, President's Office, $840, February 21, 1923.
Honoria A. Lee, Stenographer, Division of Horticulture, $900, April 28, 1923, Re-instatement.
Florence L. Loomis, Assistant Clerk, Extension Service, $780, December 14, 1922. Transferred to Treasurer's Office, February 1, 1923.
George J. Raleigh, Instructor, Pomology, $1,800, May 14, 1923.
Ralph A. Van Meter, Professor, Pomology, $3,000, March 26, 1923. Transferred from Extension Service.
Mildred T. Walsh, Assistant Clerk, Extension Service, $780, March 12, 1923.
Susan White, Duplicating Clerk, $780, February 19, 1923.
Harold E. Wilson, Laboratory Assistant, Pomology, $1,200, May 28, 1923.

It was

Page Laboratory

VOTED: That the veterinary building be called the Paige Laboratory instead of the James B. Paige Laboratory as previously authorized.

President Butterfield's 55th Birthday

By vote, the Trustees expressed to President Butterfield their hearty felicitations on the anniversary of his fifty-fifth birthday.

The meeting adjourned at 12:00 o'clock noon.

Charles A. Gleason, Vice President

Ralph W. Watts, Secretary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Indexed

President's Office, Amherst, Mass., July 28, 1923

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The meeting was called to order at 9:15 A.M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Clark, Ellis, Frost, Gilbert, Preston, Richardson, and Butterfield. Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was read:

Amherst, Mass.
July 18, 1923.

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the meeting

In accordance with the request of the Committee on Buildings and Arrangement of Grounds, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the President's Office, Amherst, Mass., Saturday, July 28, 1923, at 9:00 A.M. The purpose of the meeting will be to consider the budget for special appropriations which shall be laid before the Legislature of 1924, and to transact such other business as may be properly brought before the Trustees.

Yours respectfully,

Ralph J. Watts
Secretary.

The minutes of the meeting of June 11, 1923, were approved without reading.

Wilder Library Gift.

The President reported that Mr. Edward B. Wilder, son of Marshall P. Wilder, had presented the

College with a portion of his father's library together with suitable bookcases, and it was

VOTED: That the Trustees express to Mr. Wilder their appreciation for this substantial gift.

Wilder Library Location

VOTED: That for the present the Wilder Library be placed in Wilder Hall.

On recommendation of the President it was

H.F.Tompson, Leave of Absence

VOTED: To extend the leave of absence of H. F. Tompson from September 1 to November 30, 1923, on the present terms with respect to salary.

It was

U.S.Forest Service Experiment Station

VOTED: To confirm the mail vote received from a majority of the Trustees authorizing the College to cooperate with the United States Forest Service in establishing an experimental station at the Massachusetts Agricultural College, the memorandum of agreement covering this cooperation having been signed by the President on behalf of the Trustees.

On motion of Dr. Gilbert it was

Special Meeting

VOTED: That a special meeting of the Trustees be held in Boston at 9:00 A.M., September 15, 1923, to consider the budget for maintenance for 1924.

Resignation of Prof.S.M. Salisbury

The President reported that Professor S. M. Salisbury had resigned as Head of the Department of Animal Husbandry. It was

Mr. Bowditch

VOTED: To be the opinion of the Trustees that Professor Foord should communicate with Mr. Bowditch by letter and that the President should see Mr. Bowditch in Maine relative to filling this vacancy.

It was

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TRUSTEE

Authorization to fill vacancy

VOTED: That the President, Mr. Bowditch, Dean Lewis, and Professor Foord be authorized to fill the vacancy caused by the resignation of Professor Salisbury.

Budget for Special Appropriation

The Trustees considered the budget for special appropriations recommended by the Committee on Buildings and Arrangement of Grounds, and in accordance therewith the following budget was approved:

| | |
|---|---|
| 1. Tunnel for steam line from Power Plant to Stockbridge | $39,000. |
| 2. Horticultural Manufactures Laboratory and equipment | 60,000. |
| 3. Miscellaneous buildings and improvements in accordance with schedule below | 34,650.* |
| 4. Addition to Rural Engineering Building, one unit, and equipment | 17,500. |
| 5. Roads and walks | 10,000. |
| 6. Buildings for M.G.Field Station at Waltham | 25,000. |
| | $186,150. |

Miscellaneous Buildings and Improvements

| | |
|---|---|
| 1. Tobacco barn, Brooks Farm | $5,000. |
| 2. Tillson Farm: house for foreman, shop and storage | 5,500. |
| 3. Buildings at the Farm: calf barn, piggery, storage and granary | 10,000. |
| 4. Head House for Agronomy Greenhouse | 2,650. |
| 5. Culvert over brook in ravine for coal storage | 2,500. |
| 6. Land for Cranberry Station at Wareham | 1,000. |
| 7. Storage for winter vegetables | 3,000. |
| 8. Fencing fruit plantation | 3,000. |
| 9. Vault, basement of Library | 2,000. |
| | $34,650.* |

Prof.of Citizen-Ship.

Dr.R.J.Sprague

The President and the Dean discussed the question of Dr. R. J. Sprague returning as Professor of Citizenship, and it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Dean Lewis

L.H.Parker

VOTED: That during the next academic year, the work in Citizenship be carried on by Dean Lewis, aided by L. H. Parker.

The meeting adjourned at 11:10 A.M.

Charles A. Gleason Vice President

Ralph J. Watts Secretary.

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## SCHEDULE OF SALARY INCREASES TO BECOME EFFECTIVE

## SEPTEMBER 1, 1923

| Name | Rate 1922 | Recommended 1923 | Approved by Supervisor |
|---|---|---|---|
| Lewis, E. M. | $5,000 | $5,500 | $5,500 |
| Watts, R. J. | 3,060 | 3,300 | 3,300 |
| Mellen, R. A. | 1,140x | 1,200x | 1,200x |
| Broadfoot, J. K. | 2,160 | 2,280 | 2,280 |
| Bishop, E. F. | 1,500 | 1,560 | 1,560 |
| Strachan, E. | 1,500xx | 1,560xx | 1,560xx |
| Broadfoot, M. | 900xxx | 960xxx | 960xxx |
| Cook, A. M. | 960 | 1,080 | 1,080 |
| Corbett, G. M. | 1,080 | 1,140 | 1,140 |
| Loomis, F. L. | 780 | 840 | 840 |
| Martin, H. A. | 1,020 | 1,080 | 1,080 |
| Beaumont, A. B. | 3,120 | 3,240 | 3,240 |
| Michels, C. A. | 2,580 | 2,700 | 2,700 |
| Thelin, G. A. | 1,860 | 1,920 | 1,920 |
| Rice, V. A. | 2,760 | 2,880 | 2,880 |
| Banta, L. | 2,340 | 2,460 | 2,460 |
| Sanctuary, W. C. | 2,820 | 3,000 | 3,000 |
| Harrison, A. K. | 2,820 | 2,940 | 2,940 |
| Thayer, C. L. | 2,820 | 3,000 | 3,000 |
| Grose, L. R. | 2,500 | 2,620 | 2,620 |
| Chenoweth, W. W. | 3,540 | 3,720 | 3,720 |
| Robertson, W. F. | 1,740 | 1,800 | 1,800 |
| Thompson, C. H. | 2,820 | 3,000 | 3,000(&) |
| Drain, B. D. | 2,400 | 2,520 | 2,520 |
| Harris, R. D. | 2,400 | 2,580 | 2,580 |
| Torrey, R. E. | 2,280 | 2,520 | 2,520 |
| Davis, W. H. | 2,200 | 2,400 | 2,400 |
| Clark, O. L. | 2,820 | 2,940 | 2,940 |
| Serex, Paul | 2,340 | 2,460 | 2,460 |
| Peters, C. A. | 3,420 | 3,600 | 3,600 |
| Chamberlain, J. S. | 3,600 | 3,720 | 3,720 |
| Alexander, C. P. | 2,340 | 2,520 | 2,520 |
| Crampton, G. C. | 3,060 | 3,180 | 3,180 |
| Ostrander, J. E. | 3,420 | 3,600 | 3,600 |
| Moore, F. C. | 2,460 | 2,640 | 2,640 |

Salary Increases

x Full time for 2/3 time
xx Increase from Dining Hall Account
xxx Increase from Text Books Acct.
(&) Promoted to Professor, ACI III

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Salary Increases

| Name | Rate, 1922 | Recommended 1923 | Approved by Supervisor |
|---|---|---|---|
| Porter, W. R. | $1,740 | $1,860 | $1,860 |
| Itano, A. | 2,640 | 2,820 | 2,820 |
| Avery, R. C. | 1,440 | 1,560 | 1,560 |
| Alderman, G. W. | 1,620 | 1,740 | 1,740 |
| Gage, G. E. | 3,420 | 3,600 | 3,600 |
| Foss, P. E. | 1,500 | 1,620 | 1,620 |
| Rand, F. P. | 2,580 | 2,820 | 2,820 |
| Prince, W. E. | 2,640 | 2,820 | 2,820 |
| Goessman, H. T. | 1,440 | 1,560 | 1,560 |
| Patterson, C. H. | 3,420 | 3,600 | 3,600 |
| Bogholt, C. M. | 1,560 | 1,680 | 1,680 |
| Thissell, P. E. | 1,620 | 1,740 | 1,740 |
| Ashley, E. L. | 2,940 | 3,000 | 3,000 |
| Julian, A. N. | 2,700 | 2,820 | 2,820 |
| Cance, A. E. | 3,750 | 3,900 | 3,900 |
| Sawtelle, D. W. | 2,750 | 2,880 | 2,880 |
| Hamlin, M. | 2,160 | 2,340 | 2,340 |
| Hicks, C. S. | 3,900 | 4,000 | 4,000 |
| Derby, L. L. | 1,680 | 1,800 | 1,800 |
| Gore, H. M. | 2,820 | 3,000 | 2,940 |
| Binner, T. M. | 960 | 1,020 | 1,020 |
| Brown, R. L. | 900 | 960 | 960 |
| Chandler, I. E. | 900 | 960 | 960 |
| Chapman, L. V. | 1,260 | 1,320 | 1,320 |
| Delaney, R. | 960 | 1,020 | 1,020** |
| Galland, G. E. | 1,360 | 1,500 | 1,500 |
| Green, E. A. | 1,200 | 1,260 | 1,260 |
| Hallowell, E. | 1,200 | 1,260 | 1,260 |
| Hamilton, A. H. | 1,020 | 1,080 | 1,080 |
| Longden, H. G. | 840 | 960 | 960 |
| Mellor, R. L. | 960 | 1,080 | 1,080 |
| Pierpont, M. | 1,200 | 1,260 | 1,260 |
| Rouleau, O. E. | 840 | 900 | 900 |
| Sherburne, R. E. | 960 | 1,020 | 1,020 |
| Streeter, E. D. | 1,140 | 1,200 | 1,200 |
| Weymouth, B. M. | 1,200 | 1,260 | 1,260 |
| Haskell, S. B. | 5,000 | 5,300 | 5,300 |
| Alcock, J. R. | 1,440 | 1,500 | 1,500 |
| Allen, H. L. | 1,260 | 1,320 | 1,320 |
| Anderson, P. J. | 3,000 | 3,240 | 3,240 |
| Archibald, J. G. | 2,280 | 2,460 | 2,460 |
| Bourne A. I. | 2,280 | 2,400 | 2,400 |
| Coffin, R. L. | 1,500 | 1,620 | 1,620 |
| Dunbar, C. O. | 1,500 | 1,620 | 1,620 |
| Franklin, H. J. | 2,820 | 3,000 | 3,000(&) |

** Promoted to Stenographer, St II
(&) Promoted to Professor, ACI III

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name | Rate 1922 | Recommended 1923 | Approved by Supervisor |
|---|---|---|---|
| Tower, D. | $1,140 | $1,200 | $1,200 |
| Jones, C. P. | 2,340 | 2,460 | 2,460 |
| Pyle, N. J. | 2,340 | 2,460 | 2,460 |
| Sanborn, R. | 1,320 | 1,380 | 1,380 |
| Shaw, J. K. | 3,300 | 3,600 | 3,600 |
| Wallace, A. M. | 1,500 | 1,560 | 1,560 |
| Worthley, H. N. | 1,980 | 2,100 | 2,100 |
| Church, L. G. | 1,500 | 1,560 | 1,560 |
| Eppler, M. | 900 | 960 | 960 |
| Felton, F. E. | 1,320 | 1,380 | 1,380* |
| Miner, G. I. | 1,200 | 1,260 | 1,260 |
| O'Donnell, B. E. | 1,260 | 1,320 | 1,320 |
| Flint, O. S. | 1,800 | 1,920 | 1,920 |
| Kokoski, F. J. | 1,200 | 1,440 | 1,440 |
| Grover, C. B. | 1,260 | 1,320 | 1,320 |
| Howard, J. T. | 1,800 | 1,860 | 1,860 |
| Willard, J. D. | 4,500 | 4,800 | 4,800 |
| Abbott, J. B. | 3,000 | 3,300 | 3,300 |
| Fawcett, C. J. | 2,820 | 3,000 | 3,000 |
| Hawley, R. D. | 1,980 | 2,220 | 2,220 |
| Monahan, W. C. | 3,060 | 3,300 | 3,300 |
| Murdock, D. W. | 1,920 | 2,100 | 2,100 |
| Nodine, E. H. | 1,980 | 2,160 | 2,160 |
| Reynolds, L. W. | 3,200 | 3,360 | 3,360 |
| Tucker, M. L. | 2,700 | 2,820 | 2,820 |
| Denny, A. I. | 780 | 840 | 840 |
| Harris, K. | 900 | 960 | 960 |
| Martin, K. M. | 900 | 960 | 960 |
| Meehan, E. E. | 960 | 1,080 | 1,080** |
| Reardon, H. E. | 1,200 | 1,320 | 1,320 |
| Reed, J. B. | 840 | 900 | 900 |
| Twible, A. J. | 960 | 1,020 | 1,020 |
| White, C. H. | 840 | 900 | 900 |
| White, S. | 780 | 840 | 840 |
| Phelan, J. | 4,200 | 4,500 | 4,500 |
| Abell, M. F. | 2,820 | 2,880 | 2,880 |
| Glatfelter, G. V. | 2,500 | 2,700 | 2,700 |
| Lanphear, M. O. | 1,800 | 1,920 | 1,920 |
| Newlon, J. B. | 1,680 | 1,800 | 1,800 |
| Rogers, R. W. | 2,160 | 2,280 | 2,280 |
| Snyder, G. B. | 1,560 | 1,680 | 1,680 |
| Smith, R. W. | 1,800 | 1,920 | 1,920 |
| Strahan, J. L. | 2,820 | 2,940 | 2,940 |
| Thayer, W. C. | 1,860 | 1,920 | 1,920 |
| Vietz, P. W. | 2,580 | 2,820 | 2,820 |
| Yaxis, T. G. | 2,340 | 2,460 | 2,460 |

Salary Increases

* Promoted to Editorial Assistant, Special
** Promoted to Stenographer, St II

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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| Name | Rate 1922 | Recommended 1923 | Approved by Supervisor |
|---|---|---|---|
| Arthur, M. G. | $ 960 | $1,020 | $1,020 |
| Mercier, M. A. | 1,260 | 1,380 | 1,380& |
| Schuler, R. E. | 900 | 960 | 960 |
| Dickinson, L. S. | 2,280 | 2,400 | 2,400 |
| Hubbard, S. C. | 1,800 | 1,980 | 1,980 |
| Sheffield, A. | 2,000 | 2,160 | 2,160 |
| Butterworth, T. F. | 2,520 | 2,700 | 2,520 |
| Jewett, C. A. | 2,160 | 2,280 | 2,160 |

& Promoted to Private Secretary, St. III

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Indexed

Boston City Club, September 15, 1923

---

The meeting was called to order at 9:15 A. M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Dewey, Ellis, Gannon, Gerrett, Gilbert, Pollard, Smith, Wheeler, and Butterfield. Dean Lewis, Treasurer Kenney, and Directors Haskell, Willard, and Phelan were also present.

The following call for the meeting was read:

Amherst, Mass.
September 4, 1923

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

In accordance with the vote of the Trustees of July 28th, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 9:00 A. M., Saturday, September 15, 1923. The purpose of the meeting will be to consider the budget for maintenance for 1924, and to transact such other business as may be presented.

Call for the Meeting

Yours respectfully,

Ralph J. Watts
Secretary.

The minutes of the meeting of July 28, 1923, were approved without reading.

Dean Lewis reported on the arrangements which are being made for conducting the courses in Economics and

Course in Economics and Sociology

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Sociology for the ensuing year, and upon his recommendation it was

Appointment L. H. Parker

VOTED: That pending the appointment of a permanent professor in Economics and Sociology, L. H. Parker be engaged to teach two courses during the fall term of 1923 at an honorarium not to exceed $600 and that a second qualified instructor be engaged to teach one course during the fall term of 1923 at an honorarium not to exceed $400.

Dean Lewis reported on the contemplated transfer from the Department of German to the Department of Chemistry of A. N. Julian and on his recommendation it was

A. N. Julian Transferred to Dept. of Chem.

VOTED: That A. N. Julian be transferred from the Department of German to the Department of Chemistry to fill the position made vacant by the retirement of Charles Wellington, with such title as may be agreed upon by the President, the Department of Chemistry, and the State House authorities.

Freshman Agriculture.

The President explained the development of the course in Freshman Agriculture during the past year and the utilization in that connection of a part of the time of Ralph W. Redman.

R. W. Redman

The following resignations, new positions and transfers were presented by the President for record and confirmation.

Resignations

Mrs. Charlotte E. Abramson, Stenographer, Treasurer's Office, September 4, 1923.
Nellie S. Carl, Stenographer, Rural Home Life, August 30, 1923.
Irene E. Chandler, Stenographer, Department of Animal Husbandry, November 8, 1923.
Grace Charman, Nurse, August 31, 1923

Resignations

TRUSTEE

Resignations

Herbert L. Collins, Instructor in Physical Education, September 15, 1923.
Marion B. Damon, Bookkeeper, Treasurer's Office, September 15, 1923.
Jeanette M. Elder, Stenographer, Extension Service, July 21, 1923.
Anna Gabriel, Nurse, August 31, 1923.
Mildred H. Hollis, Laboratory Assistant, Poultry Disease Elimination, August 31, 1923.
Catherine E. Honney, Stenographer, Library, July 24, 1923.
Esther J. Lester, Clerk, Extension Service, September 1, 1923.
Louis M. Lyons, Extension Editor and Supervisor of Correspondence Courses, September 15, 1923.
Allister F. MacDougall, Extension Professor of Farm Management, August 31, 1923.
John J. Maginnis, Instructor, Agricultural Economics, August 31, 1923.
Lucy M. Queal, Assistant Professor of Home Economics, September 30, 1923.
Edith C. Robinson, Secretary to President, President's Office, August 7, 1923.
Schuyler M. Salisbury, Professor of Animal Husbandry, September 15, 1923. Head of Department.
Lewis W. Taylor, Instructor, Poultry Husbandry, September 15, 1923.
Doris C. Tower, Clerk, Department of Poultry Husbandry, September 22, 1923.

New Appointments

A. P. Christopher, Nurse, $1200, September 16, 1923.
Florence M. Damon, Clerk, Extension Service, $780, August 13, 1923.
Margaret G. Davidson, Clerk, Extension Service, June 12, 1923, $780.
Arthur P. French, Instructor in Pomology, $1,800, September 16, 1923.
George L. Goodridge, Supervisor of Agricultural Projects, $2,500, April 30, 1923. (Federal Board Funds)
F. L. Hannaford, Supervisor of Agricultural Projects, $2,500, June 11, 1923. (Federal Board Funds)
Dorothy B. Herrick, Stenographer, President's Office, $1,080, August 21, 1923.
Margaret T. Honney, Stenographer, Extension Service, $840, June 1, 1923.
Clara L. Hubbard, Stenographer, President's Office, $780, June 28, 1923.
John P. Jones, Assistant Research Professor of Agronomy, $2,760, October 1, 1923.
Mrs. Alice H. Kennedy, Stenographer, Treasurer's Office, $1,080, August 1, 1923.

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Donald S. Lacroix, Investigator in Agriculture, $1,680, September 1, 1923.
Carmella M. Leclair, Stenographer, Library, $840, June 29, 1923.

New Appointments

Mrs. Marie B. Marsh, Matron, Women's Dormitory, $100 per month, September 1, 1923. (For one year)
Richard T. Muller, Assistant Professor of Floriculture, $2,580, August 1, 1923.
Hazel M. Parker, Laboratory Assistant, Poultry Disease Elimination, $960, September 10, 1923.
Marion G. Pulley, Instructor, Poultry Husbandry, $1,800, September 16, 1923.
Harold W. Smart, Instructor in Farm Law (part time) $1,200 September 16, 1923. (For one year)
Mrs. Florence Thomas, Matron, Infirmary, $800, September 16, 1923.
Victor A. Tiedjens, Assistant Research Professor of Vegetable Gardening, $2,340, September 16, 1923.
Kathryn V. Toole, Stenographer, Extension Service, $780, June 1, 1923.
Mary L. Tuttle, Bookkeeper, Treasurer's Office, $960, August 27, 1923.
H. F. Williamson, Supervisor of Agricultural Projects, $2,500, April 16, 1923. (Federal Board Funds)
Clara Woods, Laboratory Assistant, Poultry Disease Elimination, $80 per month, September 4, 1923. (For six months)
Frank H. Prescott, Collector of Blood Samples, $100 per month, September 10, 1923. (For six months).
Hubert W. Yount, Instructor, Agricultural Economics, $1,800, September 16, 1923.

Transfers

Transfers and Promotions

May G. Arthur, Stenographer, Extension Service, $960, June 1, 1923. Transferred from Short Course.
Katherine M. Martin, Clerk, Short Course Office, $900, June 1, 1923. Transferred from Extension Service.
Lillian E. Lake, Stenographer, President's Office, to Secretary to President, President's Office, $1,320, September 1, 1923.

N.E.Asso.of Federal State Col. and Univ.

The President stated that a meeting of the New England Association of Federal State Colleges and Universities would be held at Kingston, Rhode Island, November 2, 1923, and on his recommendation it was

VOTED: That three Trustees named by Mr. Gleason be appointed as delegates from this Board.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

VOTED: To indorse the payment from State funds of the travelling expenses incurred by President Butterfield from Southwest Harbor, Maine, to Amherst and return, these expenses being incurred by the President's return to address the Conference of Grange Lecturers.

Travel from Southwest Harbor Pres.Butterfield

Grange Lecturers Conference

On recommendation of the President it was

VOTED: To appoint, subject to the approval of the Governor, the following delegates, to represent the Massachusetts Agricultural College at the meeting of the Association of Land Grant Colleges, to be held in Chicago in November, 1923.

Asso. of Land Grant Colleges

President Kenyon L. Butterfield
Dean Edward M. Lewis
Director John D. Willard
Director Sidney B. Haskell
Director John Phelan
Miss Lucile W. Reynolds.

Delegates

The question of adding a Trustee delegate to the above list was discussed, and it was

VOTED: That the delegates be confined to the members of the staff above indicated.

It was

VOTED: That subject to the approval of the Governor, Miss Lucile W. Reynolds be authorized to attend the meeting of the American Country Life Association at St. Louis, just before the meeting of the Association of Land Grant Colleges at Chicago.

Out-of-State Travel, Miss Reynolds.

Am. Country Life Association

The President explained the program which had been arranged for the dedication of the fire tower on Mount Toby, October 12, 1923, and urged that the Trustees attend.

Mount Toby Fire Tower, Dedication

The special committee of the Trustees appointed to consider the question of editorial control by the Com-

Editorial Control

mission on Administration and Finance of Experiment Station publications reported, and in accordance therewith, the Trustees, by vote, authorized the following amendment to be sought to Chapter 7, Section 9, of the General Laws.

Proposed Amendment to General Laws

"This section shall not apply to publications issued by the officers of either branch of the general court, or issued under special authority given by the general court, or to the regular annual reports of the attorney general, state treasurer, or state secretary, or the publications reporting results of research work conducted by the Department of Education through the Massachusetts Agricultural Experiment Station, or to reports of capital trials prepared by the attorney general under section 11 of Chapter 12, or to publications prepared by the state secretary in conformity with sections 2 and 4 of chapter 5.

Automobile Rate

Director Willard presented a report which had been formulated by Director Haskell and himself, relative to proposed adjustments with respect to the use of automobiles for members of the staff, some adjustment being necessary on account of the ruling made that the rate allowed for personally owned automobiles would be six cents per mile.

After discussion it was

Representative At Hearing

VOTED: That in the event of a hearing on this ruling being held before the Governor, Commissioner Smith be asked to represent the interests of the College at such a hearing.

It was

Addition to Budget

Trucks and Touring Cars

VOTED: That in the event of no change being made in the rate of six cents per mile for the use of personally owned automobiles, there be added to the list of replacements in the legislative budget for 1924 an item to provide for two trucks and three touring cars for use at this institution.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

It was

VOTED: To request the transfer to the Massachusetts Agricultural College of two heavy trucks from an unused supply which it is understood the State now has available.

Transfer of Trucks to M.A.C.

The Trustees considered the budget for maintenance for 1924 and on motion of Dr. Smith it was

VOTED: That a special request be made for an increase in the salary of Treasurer F. C. Kenney to $4,800, effective September 1, 1923.

F.C.Kenney Proposed Salary Increase

On motion of Mr. Ellis it was

VOTED: That subject to the approval of the State House Authorities, the title of Mrs. Alice H. Kennedy be changed to Assistant Cashier and that a stenographer be employed to fill the vacancy thus caused in the staff of the Treasurer's Office.

Asst. Cashier Mrs. Kennedy

It was

VOTED: That if an additional position is not now allowed in the Treasurer's Office, an item for such a position be included in the budget for 1924.

New Position Treas. Office

On motion of Mr. Ellis it was

VOTED: That the sum of $10,000 be included in the budget for 1924 for emergency maintenance.

Emergency Maintenance

On motion of Mr. Wheeler it was

VOTED: To approve the budget as presented and amended, for current expenses for 1924 amounting to approximately $940,000 plus $10,000 for emergency maintenance.

Approved Budget

It was

VOTED: That the details of the budget be left to the President.

Details of Budget

The President explained the recent development of the Massachusetts Food Supply studies and Director Has-

Mass. Food Studies

Mass. Food Supply - Participation by M.A.C.

kell presented a preliminary draft of a legislative bill, to advance the consideration of this subject. This draft and the implied participation of the College having been approved by the Committee on Experiment Department, it was

VOTED: That the Trustees endorse the bill as submitted and approve of the College participating in this project.

Resignation of Prof. Foord as Head of Division of Agriculture

A letter was submitted from Professor Foord, in which he requested that not later than December 1, 1923, he be released from the responsibilities of Head of the Division of Agriculture in order that he may devote his entire time to work in Farm Management. On motion of Mr. Bowditch it was

Resignation Accepted

Leave of Absence Prof. Foord

VOTED: To accept the resignation of Professor James A. Foord, as Head of the Division of Agriculture, effective December 1, 1923; that he retain his position as Professor and Head of the Department of Farm Management and that for the spring term of 1924 he be granted a leave of absence with pay.

On motion of Mr.Gerrett it was

Letter of Appreciation to Prof. Foord

VOTED: That the letter accepting the resignation of James A. Foord as Head of the Division of Agriculture, contain an expression of appreciation of the Trustees for his many years of faithful service in this position.

It was

Head of Division and of Dept. of An. Husbandry

VOTED: That the filling of the vacancy of the Head of the Department of Animal Husbandry and Head of the Division of Agriculture be left to the President, the Dean, Mr. Bowditch, and Mr. Wheeler.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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The meeting adjourned at 12:40 P. M.

_____ Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, January 3, 1924

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The meeting convened at 6:15 P.M. with the Vice-President, Mr. Charles A. Gleason, presiding.

PRESENT: Trustees Gleason, Bacon, Bowditch, Clark, Dewey, Ellis, Frost, Gerrett, Gilbert, Pollard, Preston, Richardson, Smith, Wheeler, and Butterfield. Treasurer Kenney was also present.

The meeting was called at the request of the President for the purpose of hearing reports of the various activities for the last fiscal year. These were presented by the following:

Reports

Edward M. Lewis, Dean
Charles E. Marshall, Director of the Graduate School
John Phelan, Director of Short Courses
John D. Willard, Director of Extension Service
Sidney B. Haskell, Director of the Experiment Station.

Plans for Department of Physical Education

Curry S. Hicks, Head of the Department of Physical Education, laid before the Trustees plans for the complete equipment of the Department of Physical Education.

Meeting adjourned at 8:40 P. M.

_____ Vice President

Ralph J. Watte Secretary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF THE ANNUAL MEETING OF THE TRUSTEES

State House, January 4, 1924

---

The meeting was called to order in Room 363 at 9:40 A.M. by the Vice-President, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Clark, Dewey, Ellis, Frost, Gannon, Gerrett, Gilbert, Pollard, Preston, Richardson, Smith, Wheeler, and Butterfield. There were also present during a part of the session Treasurer Kenney, Dean Lewis, Directors Haskell, Willard, Phelan and Marshall.

The following call for the meeting was read:

Amherst, Mass.
December 21, 1923

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Pursuant to the provisions of the by-laws, the annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136, State House, Boston, at 9:30 A.M., Friday, January 4, 1924.

Call for the Meeting

Yours respectfully,

Ralph J. Watts
Secretary.

On motion it was

VOTED: To approve without reading the minutes of the meeting of September 15, 1923.

Approval of Minutes

On motion it was

VOTED: That the Chairman appoint a committee to notify the Governor that the Trustees of the

TRUSTEE

Massachusetts Agricultural College are meeting in annual session.

Pursuant to the above vote the Chairman appointed Messrs. Ellis, Gilbert, and Bowditch.

On motion it was

Approval of Committee Actions

VOTED: To approve the action of the various Trustee committees for the past year.

Nominating Committee

Messrs. Frost, Bowditch and Preston were appointed by the Chairman as a committee to submit nominations for officers and standing committees for the ensuing year.

Treasurer's Report

The Treasurer presented his report for the year ended November 30, 1923. This report, accompanied by the Auditor's report was by vote accepted.

Auditor's Report

Governor Cox

The Committee appointed to notify the Governor of the meeting of the Trustees reported that on account of other pressing appointments the Governor will be unable to meet with the Trustees.

President's Report

The President presented his annual report for the year ended November 30, 1923, and read various parts thereof. It was

VOTED: To discuss the report of the President in executive session.

On recommendation of the Farm Committee, it was

Salary E.J.Montague

VOTED: That the salary of E. J. Montague, Farm Superintendent, be increased to $2,500 per year effective June 1, 1924.

It was

VOTED: That twelve acres of land, more or less, be

TRUSTEE

rented from Walter H. Harrison, at an annual rental not to exceed $70 for use by the Department of Poultry Husbandry.

Rental of Land W.H.Harrison Poultry Husb.

Mr. Frost reported that the Boston Market Gardeners' Association had prepared a legislative bill providing for the re-establishment of the Market Garden Field Station at Waltham, this bill having the same objective as the item of $25,000 for this purpose included in the College budget.

Market Garden Field Station at Waltham, Re-establishment

On motion of Dr. Smith it was

VOTED: That if necessary a legislative bill be introduced authorizing the sale of the Market Garden Field Station at Lexington.

Market Garden Field Station At Lexington, Sale of

The President presented a memorandum prepared by Professor Hicks covering the complete building and field equipment for the Department of Physical Education. It was

Physical Education Bldg. And Equipment

VOTED: That the discussion of this schedule be taken up in executive session.

The following recommendation from the Committee on Extension Service was submitted:

That requests for out-of-state travel for Extension Service workers, for attendance at conferences of administrators and specialists called by the U.S.D.A., or for purposes in support of regularly approved projects, expenses of which may legally be financed from Federal funds, be referred with power to the President, the Treasurer, and the Director of the Extension Service.

Out-of-State Travel, Extension Workers

U.S.D.A

After discussion, on motion of Mr. Frost, it was

VOTED: That the subject covered in the above recommendation be referred to Trustees Gleason and Gerrett and Director Willard for further consideration.

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The following recommendation was received from the Committee on Extension Service:

Inspection of Extension Work by Trustees

That the Trustees inspect the Extension work in the field, whenever occasion for so doing is presented to them by the Director.

The Committee on Nominations presented its report and in accordance therewith the following officers and standing committees were elected to serve for the ensuing year:

Officers of the Trustees

OFFICERS OF THE TRUSTEES

Governor Channing H. Cox, President
Charles A. Gleason, Vice-President
Ralph J. Watts, Secretary
Fred C. Kenney, Treasurer
Charles A. Gleason, Auditor

STANDING COMMITTEES OF THE TRUSTEES

Committees

COMMITTEE ON FINANCE

Charles A. Gleason, Chairman
George H. Ellis
Nathaniel I. Bowditch
Arthur G. Pollard
Carlton D. Richardson
Atherton Clark

COMMITTEE ON COURSE OF STUDY AND FACULTY

William Wheeler, Chairman
Elmer D. Howe
James F. Bacon
Payson Smith
Davis R. Dewey
John F. Gannon
Arthur W. Gilbert

COMMITTEE ON FARM

Nathaniel I. Bowditch, Chairman
Frank Gerrett
George H. Ellis
Arthur W. Gilbert
Carlton D. Richardson

COMMITTEE ON HORTICULTURE

Harold L. Frost, Chairman
Charles A. Gleason
Elmer D. Howe
Atherton Clark
Charles H. Preston

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## COMMITTEE ON EXPERIMENT STATION

Charles H. Preston, Chairman
Arthur W. Gilbert
Arthur G. Pollard
Harold L. Frost
Carlton D. Richardson

## COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS

George H. Ellis, Chairman
Frank Gerrett
William Wheeler
James F. Bacon
Charles H. Preston
Atherton Clark

Committees of the Trustees

## COMMITTEE ON EXTENSION SERVICE

Elmer D. Howe, Chairman
George H. Ellis
Harold L. Frost
Davis R. Dewey
Nathaniel I. Bowditch
John F. Gannon
Arthur W. Gilbert

## COMMITTEE ON LEGISLATION

Charles A. Gleason, Chairman
Payson Smith
George H. Ellis
Nathaniel I. Bowditch
William Wheeler
Carlton D. Richardson
James F. Bacon
Arthur W. Gilbert
Ex Officio

Charges for Professional Services

The following recommendation was received from the Cabinet relative to charges being made by the institution for professional services rendered to individuals, it being understood that this will supersede the present practice followed by the Experiment Station:

"The policy of the institution should not be passive or merely responsive, but should be aggressive. It is our task not only to meet the requests of those who come to us for help, but also to promote the adoption of sound practice. If this be true, we must undertake many pieces of work and services for which no charge can easily be made.

Policy

1. It is recommended that the institution make no charge for services except those which are essentially commercial and of benefit limited to the individual.

2. In order, however, that the different branches of the institution may operate consistently, it is further recommended that these different branches define

their various functions with specific reference to the question of whether charge should or should not be made; and should further indicate the reason for charge, and the amount. Record of such definition should be kept in the President's Office. It should be assumed that the procedure as outlined is followed until information is received to the contrary".

On motion of Dr. Gilbert it was

VOTED: To lay this recommendation on the table pending further report from the Cabinet.

The President reported the resignation of Professor H. F. Tompson, and on motion of Mr. Frost it was

Prof.H.F.Tompson Resignation

VOTED: To confirm the action of the President in accepting the resignation of Professor H.F. Tompson, effective January 15, 1924.

On recommendation of the President, and on motion of Mr. Frost it was

R.M.Koon Appointment

VOTED: To elect R. M. Koon as Extension Professor of Vegetable Gardening at $3,000 a year, with headquarters temporarily at Amherst.

It was

Administration Market Garden Field Station

VOTED: That further report be made as to administration of the Market Garden Field Station.

The President reported that the Attorney-General has rendered an opinion that the College should not become a member of the Connecticut Valley Tobacco Selling Association.

Connecticut Valley Tobacco Selling Asso.

The President submitted a plan for the improvement of roads on the campus as outlined by a representative of the Highway Division of the Department of Public Works. It was

Plans for Improvement of roads on campus

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To express the appreciation of the Trustees to the Highway Division of the State Department of Public Works for assistance rendered in connection with the construction of the new road on the campus, in 1923.

Appreciation of Trustees to State Dept. of Public Works

It was

VOTED: To confirm the action of the President in allowing a leave of absence without pay to Thomas F. Butterworth, engineer, for service with the State Commission on Administration and Finance

Leave of Absence, Thomas Butterworth

The following resignations, new appointments, transfers and increases submitted by the President were presented for record and approval:

RESIGNATIONS

Resignations

Sylvester J. Broderick, Analyst, Experiment Station, November, 21, 1923.
Florence M. Damon, Clerk, Extension Service, September 11, 1923.
Rose M. Delaney, Clerk, Department of Rural Sociology, October 31, 1923.
Carmella M. Leclair, Stenographer, Library, November 9, 1923.
Guy A. Thelin, Instructor in Agronomy, December 31, 1923.
Harold F. Tompson, Professor and Head of Department of Vegetable Gardening, January 15, 1924.
Emma Vondell, Stenographer, Poultry Husbandry, October 13, 1923.
Newton Wallace, died August 25, 1923.
Elizabeth Wheeler, Stenographer, Extension Service, November, 12, 1923.

NEW APPOINTMENTS

New Appointments

Marion A. Angotti, Stenographer, Extension Service, $780, November 6, 1923.
Fayette H. Branch, Extension Professor of Farm Management, $3,300, December 3, 1923.
Isabel Corey, Stenographer, Extension Service, $840, November 23, 1923.
John A. Crawford, Extension Editor, $1,800, December 1, 1923.
Howard R. Gordon, Instructor in Physical Education, $1,200 September 16, 1923.

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New Appointments

Ora E. Heafey, Stenographer, Department of Animal Husbandry, $840, November 1, 1923.
Mildred C. Howard, Clerk, Extension Service, $780, September 17, 1923.
Gustaf E. R. Lindskog, Laboratory Assistant, $125 per month, October 8, 1923.
Doris S. Pierce, Stenographer, Poultry Husbandry, $780, November 21, 1923.
Hazel R. Russell, Stenographer, Department of Rural Home Life, $840, October 8, 1923.
Emma Vondell, Stenographer, Poultry Husbandry, $900, September 25, 1923.

TRANSFERS

Transfers

A. Iva Denney, Stenographer, Library. Transferred from Extension Service.

INCREASES

Increases

Margaret G. Davidson, Clerk, Extension Service. $900, December 1, 1923.

It was

Special Meeting of Trustees

VOTED: That a special meeting of the Trustees be called in the spring of 1924 at the discretion of the Vice-President of the Board.

On motion of Dr. Gilbert it was

Letter to Elmer D. Howe

VOTED: To request the Secretary to send a letter of felicitation to Elmer D. Howe who is absent from this meeting on account of illness.

President's Report

In executive session the Trustees resumed the discussion of the President's report, especially those parts of the report dealing with the food supply, new courses, and relations with the Commission on Administration and Finance.

After discussion and on motion of Dr. Smith it was

VOTED: That the report presented by the President be received and that the specific recommendations contained therein be referred to the appropriate committees for further consideration and report to the Trustees.

President's Recommendations

On motion of Mr. Richardson it was

VOTED: To refer the recommendations of the President's report, relative to new courses to the Committee on Course of Study and Faculty, for consideration and subsequent report.

New Courses

On motion of Mr. Ellis it was

VOTED: That that part of the President's report dealing with the relations of the College with the State Commission on Administration and Finance be referred to the President and the Committee on Legislation for such action as they deem expedient.

Relation between College and State Commission on Administration and Finance

Further consideration was given to the memorandum on equipment for the Department of Physical Education and on motion of Dr. Gilbert it was

VOTED: To authorize the Committee on Buildings and Arrangement of Grounds to secure such further plans and specifications for the building for Physical Education as are necessary to meet the requirements of the Commission on Administration and Finance, it being understood that this action does not commit the Trustees to make this building the next major building project for which legislative appropriation will be asked.

Equipment for Dept.Physical Education Further Plans

On recommendation of the Committee on Buildings and Arrangement of Grounds it was

VOTED: To authorize the payment of the following bills:

Payment of Bills

| | |
|---|---|
| For library plans ..... | $1,446.37 |
| For dormitory plans ..... | 564.35 |
| For gymnasium plans ..... | 323.30 |

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Meeting adjourned at 2:00 P. M.

_____ Vice President

Ralph J. Watts Secretary

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Room 370, State House, Boston, April 18, 1924

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The Trustees convened at 9:40 A. M. Until the arrival of Mr. Gleason, Mr. William Wheeler, by vote, served as Chairman.

PRESENT: Trustees Gleason, Clark, Dewey, Ellis, Gerrett, Gannon, Gilbert, Frost, Pollard, Preston, Richardson, Smith, Wheeler, and Butterfield.

Dean Lewis, Treasurer Kenney, and Mr. Leslie R. Smith, Deputy Commissioner of Agriculture, were also present.

The following call for the meeting was read:

Amherst, Mass.
April 9, 1924

To the Trustees of the
Massachusetts Agricultural College

Call for the meeting

Gentlemen:

In accordance with the vote of the Trustees of January 4, 1924, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at Room 136, State House, Boston, Friday, April 18, 1924 at 9:30 A. M. The purpose of the meeting will be to hear reports of various committees and to transact such other business as may properly be presented.

Yours respectfully,

Ralph J. Watts
Secretary

The minutes of the meetings of January 3 and January 4, 1924 were approved without reading.

Approval of minutes

On motion of the President it was

Special meeting

VOTED: That a special meeting of the Trustees prior to the semi-annual meeting in June be called for such date as the Vice-President of the Board shall determine.

Monthly Trustee letters

The Trustees expressed themselves in favor of continuing the monthly letter from the President to the Trustees and suggested that condensed reports from various departments might accompany such letters.

Proposal to Change name of Paige Lab. to Paige Hall

The Trustees considered the proposal made by Dr. Gage, and transmitted without recommendation from the Committee on Buildings and Arrangement of Grounds, that the Veterinary Laboratory be called Paige Hall instead of Paige Laboratory as previously designated by the Trustees. After discussion and on motion of Mr. Richardson it was

Paige Lab.

VOTED: That no change be made in the designation of the Veterinary Laboratory as Paige Laboratory.

On recommendation of the Committee on Buildings and Arrangement of Grounds it was

State Forest Nursery, future policy

VOTED: That a special Committee consisting of the Chairmen of the Committees on Buildings and Arrangement of Grounds, Experiment Department, and Farm, be requested to consult with members of the staff concerned, and with the Commissioner of Conservation relative to the future policy of developing and maintaining a State Forest Nursery on land owned by the Massachusetts Agricultural College.

Report of com. on traffic rules and regulations and protection of property.

The President submitted a report from a committee which he had appointed to consider the necessary rules and regulations pertaining to the protection of property and to traffic on the grounds of the College, this report having been considered previously by the Committee on

Buildings and Arrangement of Grounds; on their recommendation it was

VOTED: a. That the plan as proposed be adopted.

b. That all rules made by the Commission to be appointed under this plan, be subject to the approval of the President

c. That the discipline of college students other than that involved by their violating state laws be retained by the Dean.

On recommendation of the President, the following were appointed as a Committee to have charge of the formulation and execution of such rules as may be established under the above vote: Treasurer Kenney, Dean Lewis, and Professor Waugh. Traffic Rules

Mr. McCormick, a member of the Commission on Administration and Finance and Comptroller of the State, met with the Trustees and discussed the considerations which had led to the adoption of the policy of paying at the State House, all institutional bills incurred for the purchase of merchandise. After discussion and on motion of Dr. Gilbert it was Comptroller McCormick

VOTED: To refer to the Committee on Finance and the Comptroller the question of payment at the State House of institutional bills incurred for the purchase of merchandise. Payment of institutional bills

On motion of Dr. Smith it was

VOTED: That the Trustees hereby express their appreciation to Mr. McCormick for his conference with the Board and his explanation of certain policies adopted by his Commission. Appreciation for Mr. McCormick's conference

From 10:35 A. M. until 1:05 P. M. his Excellency, the Governor, Channing H. Cox, attended the meeting and Gov. Cox

TRUSTEE

participated in the discussion of the educational policy of the College.

Larger use of College equipment and courses

Complying with the vote of March 27th of the Committee on Course of Study and Faculty, President Butterfield presented a statement relative to the possible larger use of the equipment and courses now offered at the College. This topic was discussed at length and on motion of Dr. Smith it was

Future policy of the College

VOTED: That the Chairman appoint a Committee of seven members of the Board, including the President, to consider the future educational policy of the College and to report at a subsequent meeting of the Board.

Pursuant to the above vote the Chairman appointed in addition to President Butterfield, Dr. Smith, and Messrs. Wheeler, Frost, Gerrett, Richardson, and Ellis.

On recommendation of the Committee on Course of Study and Faculty it was

Work in Home Economics

VOTED: That the President be authorized to develop as rapidly as funds permit, work in Home Economics as a training for home making.

It was

Mrs. Alice H. Kennedy Bond.

VOTED: That Mrs. Alice H. Kennedy, Assistant Cashier in the Treasurer's Office at the Massachusetts Agricultural College, be bonded for the amount of $5,000; the expense for the bond to be met by the College.

Salary increases

The President submitted a schedule of salary increases to become effective September 1, 1924, the schedule being substantially the same as that considered and approved by the Trustees in September, 1923. It was

VOTED: To postpone action on this schedule until the next meeting of the Board.

Mr. Frost reported on the possibility of securing through the supplementary budget, an appropriation for the Horticultural Manufactures Building. On his recommendation and on motion of Mr. Ellis, it was

Hort. Manufactures Bldg. Appropriation

VOTED: That no attempt be made to secure through the supplementary budget of 1924, an appropriation for the Horticultural Manufactures Building.

The President reported that the Massachusetts Society for Promoting Agriculture has appropriated $1,000 to be awarded in 1924-1925 as scholarships for students at the Massachusetts Agricultural College specializing in Agriculture and Horticulture. He also reported a gift of $25,000 from the family of the late Frederick G. Crane of Dalton, the income of which is to be used in the assistance of worthy students at the Massachusetts Agricultural College.

Mass. Society for Promoting Agriculture-appropriation for scholarships

Gift from Frederick G, Crane estate.

It was

VOTED: To accept these gifts, to authorize the President to express to the donors, the appreciation of the Trustees, and that the rules for administering both of the gifts be made by the President.

Acceptance of gifts

On recommendation of the Committee on Course of Study and Faculty it was

VOTED: That subject to the approval of the Governor, a leave of absence on full pay be granted to Director John Phelan for six months from October 1, 1924.

Prof. Phelan leave of absence

It was

VOTED: That in case the leave of absence for Director Phelan is approved, the President be authorized

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Acting Director of Short Courses

to appoint an Acting Director during such a period.

The meeting adjourned at 1:30 P. M.

_____ Vice President

Ralph J. Watts _____ Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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MINUTES OF THE SPECIAL MEETING OF THE TRUSTEES

President's Office, Amherst, May 16, 1924

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The meeting was called to order at 8:50 A. M. by the Vice-President, Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Clark, Dewey, Ellis, Frost, Gannon, Gerrett, Pollard, Preston, Richardson, Leslie R. Smith (in place of Commissioner Gilbert) Wheeler and Butterfield. During part of the session, Dean Lewis and Treasurer Kenney were also present.

The following call for the meeting was read:

Amherst, Mass.
May 5, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for meeting

In accordance with the vote of the Trustees of April 18, 1924 a special meeting of the Board of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the office of the President, Amherst, Massachusetts at 8:30 A.M., Friday, May 16, 1924. The purpose of the meeting will be to hear committee reports and to transact such other business as may properly be presented.

Yours respectfully,

Ralph J. Watts
Secretary

The minutes of the meeting of April 18 were by vote, approved without reading.

President Butterfield read a letter addressed to the Trustees resigning as President of the College, effective August 31, 1924. After expressions of appreciation,

President Butterfield-resignation

regret and congratulation by each member present and on motion of Mr. Wheeler, it was

Acceptance of resignation of President Butterfield

VOTED: To accept the resignation of President Butterfield, effective August 31, 1924 with expressions of sincere regret, of full appreciation of his service to the institution, and of congratulations on the larger service upon which he is to enter.

On motion of Mr. Bowditch it was

Successor to President Butterfield

VOTED: That the Chairman appoint a Committee, preferably the Chairmen of the Standing Committees, to confer with the President and to report at the next meeting of the Trustees relative to a successor to President Butterfield.

Pursuant to the above vote the chairman appointed as the special committee, the Chairmen of the standing committees as follows: Messrs. Gleason, Wheeler, Bowditch, Frost, Preston, Ellis and Howe.

Special Committee

The President read a letter from John Phelan, presenting his resignation effective August 31, 1924. After discussion it was

Professor Phelan's resignation

Acceptance of Professor Phelan's resignation

VOTED: To accept the resignation of John Phelan, Director of Short Courses and Professor and Head of the Department of Rural Sociology, effective August 31, 1924.

The Secretary was requested to send a telegram to Mr. Howe, absent from this meeting on account of illness, expressing the greetings and best wishes of the Trustees here assembled.

Mr. E. D. Howe.

On recommendation of the President it was

Candidates for B. Sc.

VOTED: That the degree of Bachelor of Science be conferred upon such candidates of the class of 1924 as by June 6th shall have met the

scholastic and other requirements for graduation, and that the President of the College represent the Trustees in determining the elegibility of such candidates.

That the degree of Master of Science be conferred upon such candidates as by June 6, 1924, shall have met the scholastic and other requirements for this degree, and that the President of the College represent the Trustees in determining the elegibility of such candidates.

Candidates for M. S.

That the degree of Doctor of Philosophy be conferred upon such candidates as by June 6, 1924, shall have met the scholastic and other requirements for this degree, and that the President of the College represent the Trustees in determining the eligibility of such candidates.

Candidates for Ph. D.

The President read a communication transmitted through the Commissioner of Education from the Commission on Administration and Finance, stating that unless the proposed new teaching position in Home Economics is to be substituted for an existing position, the request to establish such a position cannot be granted. It was

New teaching position in Home Economics

VOTED: That Mr. Wheeler and Commissioner Smith represent the Trustees in further presenting this case before the Commission on Administration and Finance.

The President presented a petition from the student managers of the new college store, requesting permission to sell tobacco. After discussion, it was

Sale of tobacco

VOTED: To lay this petition on the table.

On recommendation of the Committee on Experiment Station it was

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Printing

VOTED: That a formal protest be made to the Governor and Council against the poor quality of printing now being done under the supervision of the State Commission on Administration and Finance and against the delay in publication of important documents.

It was

VOTED: To leave the presentation of the protest above mentioned, to the Committee on Experiment Department and the Director.

On recommendation of the Committee on Buildings and Arrangement of Grounds it was

Roads and walks

VOTED: To be the opinion of the Trustees that the plan presented for the development of roads and walks for the college estate is a desirable basis upon which to make such improvements.

It was

Amherst Water Co.

VOTED: That the Amherst Water Company be permitted to supply water to tenants occupying houses on the North Hadley Road near the college estate, from mains laid in that vicinity, and belonging to the College, it being understood that water thus furnished shall be paid for by the tenants, and deducted from the amount metered to the College.

Special appropriations

Phys. Ed. equipment

The Trustees considered the various projects for special appropriations in 1925 which had previously been reviewed in detail by the Committee on Buildings and Arrangement of Grounds. Professor Hicks presented plans and estimates for the complete equipment for the Department of Physical Education. After discussion, the following items were approved for the budget for special appropriations for 1925:

Special appropriations

| | |
|---|---|
| Livestock Replacement | $ 4,000 |
| Living quarters for foreman at Tillson Farm | 6,000 |
| Hort'l Mfg. Building | 60,000 |
| Fencing Fruit Plantations | 3,000 |

| | |
|---|---|
| Refrigerating Plant at Paige Laboratory | $ 2,000 |
| Tunnel to first pit south of Power Plant | 4,615 |
| New steam line from East Experiment Station to Microbiology Building | 4,705 |
| Culvert for brook in ravine | 2,505 |
| Roads and walks | 10,000 |
| Tunnel from Power Plant to Stockbridge Hall | 38,500 |
| Women's Gymnasium and Equipment | 16,450 |
| Extension of present enclosed athletic field area | 22,500 |
| Other permanent improvements for athletic field area | 10,500 |
| | $184,775 |

A report was presented on the plan of re-organization for the administration of the Market Garden Field Station, this plan having been approved by the Executive Committee of the Boston Market Gardener's Association. The Trustees by vote, approved the plan as submitted.

Re-organization of the M. G. F. S.

It was

VOTED: That in addition to his present responsibilities, Professor Waugh serve as Head of the Department of Vegetable Gardening.

Prof. Waugh Head of Dept. Veg. Gardening

Director Willard reported on the fair exhibits which the College had made in 1923 and on the cost of making such exhibits; it was

Fair Exhibits

VOTED: That for 1924 the sum of $500 be appropriated for exhibiting sheep and horses at the Eastern States Exposition, at the Hampshire County Fair and at the Greenfield Fair; and for co-operation with the State Department of Agriculture in preparing an exhibit on the Dairy Industry for the Eastern States Exposition.

Director Willard reported on the plan which had been developed, involving the making of a charge for diagnosis and reports of poultry diseases, this plan being

Charge for poultry disease diagnosis

at present on a temporary basis and it was

VOTED: To approve the plan as presented by Director Willard.

Out-of-state travel

Mr. Gerrett reported that further consideration had been given by himself and Mr. Gleason, in consultation with certain members of the staff to the problem of out-of-state travel, and that no change in the present method of approving such requests is recommended. It was

VOTED: To approve the following as the basis upon which requests for out-of-state travel should be considered:

Travel at state expense should be undertaken only because of benefit to accrue to the Commonwealth; not as a personal perquisite or dispensation. Out-of-state travel differs from intra-state travel only in the presumption of greater cost (which often times is not the fact,) and because of statutory requirement for authorization by the Governor and Council.

Necessity for travel will vary as between state departments, institutions and employees.

The gains to the Commonwealth should be the determining factor in authorizing out-of-state travel. The decision on specific requests for out-of-state travel should be on the basis of values accruing to the state, and not on a mathematical computation of how long it is since the person was last allowed to travel out-of-state.

Travel of members of the college staff may well be classified under three headings as follows:

CLASS I. Travel to attend conferences called by agencies which cooperate financially with the College; attendance at which conference is a matter of moral or contractual obligation.

CLASS II. Travel to secure information or materials necessary in organized project work.

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CLASS III. Travel to attend scientific and other meetings from which benefit to the Commonwealth will come through increased proficiency to those attending.

C. J. Fawcett salary

The question was raised as to whether the proposed salary increase for C. J.Fawcett of the Extension Service Staff is warranted. The reason for the increase was explained by Director Willard.

Executive session

At 12:45 P. M. the Trustees adjourned to Draper Hall for luncheon and for the continuation of their executive session.

Legal holidays

The President raised the question as to the obligation of the College to observe certain legal holidays insofar as the holding of class exercises is involved. It was the opinion of the Trustees that the College should observe all legal holidays.

The following resignations were reported by the President and by vote accepted by the Trustees:

Resignations

Grace Corbett, Bookkeeper, January 12, 1924
Charles O. Dunbar, Investigator in Chemistry, March 31, 1924
Dr. Arao Itano, Assistant Professor of Microbiology, August 31, 1924
Lillian E. Lake, Secretary to the President, March 21, 1924
Mrs. Margaret Maddocks, Stenographer, Registrar's Office, April 4, 1924
Harold F. Tompson, Professor, Vegetable Gardening, January 15, 1924
Alice J. Twible, Clerk, Department of Poultry Husbandry, March 14, 1924
Joseph F. Whitney, Ass't Extension Professor of Landscapr Gardening, March 28, 1924

It was

VOTED: To approve the action of the President in making the following appointments:

Edith M. Bates, Stenographer, Extension Service, $840 December 31, 1923

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New appointments

John A. Crawford, Extension Editor, $1800, March 1, 1924
George B. Dalrymple, Analyst, Control Service, $1,440, January 1, 1924
Katherine W.Davis, Clerk, Department of Poultry Husbandry $840, February 27, 1924
Mrs. Mildred F. Jenks, Bookkeeper, Treasurer's Office, $900, January 14, 1924
R. M. Koon, Extension Professor of Vegetable Gardening, $3,000, February 1, 1924
Mrs. Margaret Maddocks, Stenographer, Registrar's Office, $840, February 4, 1924
Hazel M. Parker, Laboratory Assistant, Poultry Disease Elimination, $960, March 10, 1924
Dorothy M. Parsons, Stenographer, President's Office, $960, April 29, 1924
Emma M. Vondell, Stenographer, Registrar's Office, $840, April 10, 1924

It was

VOTED: To approve the action of the President in making the following transfers, promotions and salary increases:

Transfers promotions and salary increases

May G. Arthur, Chief Clerk, Extension Service; promoted and salary increased from $1,020 to $1,200, October 1, 1923
John K. Broadfoot, Assistant to the Treasurer. Promoted and salary increased from $2,280 to $2,520, January 1, 1924
Affie M. Cook, Secretary to the President. Promoted and salary increased from $1,080 to $1,320, April 1, 1924
Margaret G. Davidson, Clerk, Extension Service. Salary increased from $780 to $900, December 1, 1923
Mrs. Alice M. Kennedy, Assistant Cashier, Treasurer's Office. Promoted and salary increased from $1,080 to $1,320, January 1, 1924
Julietta O'Donnell, Stenographer, Treasurer's Office. Transferred from Registrar's Office, February 1, 1924
Kathryn V. Toole, Stenographer, Rural Sociology. Transferred from Extension Service, January 1, 1924

Dr. Itano-resignation

The President read the letter of resignation which Dr. Itano had presented.

Legislative bill

The President called the attention of the Trustees to the provisions of a legislative bill which has been drawn by the Commission on Higher Education in Massachusetts. Mr. Richardson explained that in formulating this bill the Commission contemplated excluding the

Massachusetts Agricultural College from its provisions until such time as the College should be specifically included.

On recommendation of the Committee on Course of Study and Faculty it was

VOTED: That a bill be introduced into the Legislature of 1925 seeking authority for the Trustees of the Massachusetts Agricultural College to grant leaves of absences for members of the staff having rendered long service for the College.

Leaves of absences

Mr. Gleason reported on the conference between the Finance Committee and the Comptroller of the Commonwealth relative to the payment at the State House of institutional bills incurred for merchandise.

Payment of bills

The President reported that an application had been made through the Department of Education for $1,000 from the Emergency Fund for use during the current fiscal year by the Department of Poultry Husbandry.

Emergency Fund-Poultry Husbandry

Dean Lewis explained certain proposed adjustments within the Division of Humanities whereby Professor Mackimmie will become Head of the Department of Economics and Sociology, Professor Ashley will be placed in charge of the instruction in French, and Professor Julian will be placed in charge of the instruction in German. It was

Prof. Mackimmie Head of Dept. of Economics. Prof. Ashley Head, French Prof. Julian in charge of German

VOTED: To approve the adjustments as presented by Dean Lewis.

The Trustees considered the schedule of salary increases effective September 1, 1924 as recommended by the Committee on Finance and it was

Salary increases

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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VOTED: To approve the schedule as submitted.

On motion of Mr. Ellis, it was

C. J. Fawcett salary increase

VOTED: That the proposed salary increase for C. J. Fawcett to $3,300 per year, be approved with the understanding that if during the coming year his services are not satisfactory his engagement by the institution be terminated at the end of the year.

The meeting adjourned at 2:20 P. M.

_____ Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Indexed

Amherst, Mass.
May 16, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

I hereby resign as President of the College that I may accept the presidency of the Michigan Agricultural College, and I ask to be released September 1.

There is a rare chance in Michigan to do a great piece of progressive educational work in a college already well-equipped, and perhaps an even more alluring opportunity to forward immediately a vitally important state-wide study and organization of the pressing problems of agriculture, food supply, and country life.

President Butterfield's resignation

It is possible that these evident opportunities, enforced by a unanimous and hearty invitation from my Alma Mater - the oldest of our agricultural colleges - to assume its leadership at a strategic moment in its history, and as well to return to my native state, might be thought to constitute a sufficient explanation of my decision. But there are special reasons involved that in my judgment have an intimate bearing upon the future of this College, and if I failed to tell you of them I would not be as frank with your Board as it has been my habit to be, nor fully loyal to the College.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Let me first confess to a growing feeling that whatever contribution I might make to this college has been made and that a separation from the institution in the not distant future was probably inevitable. I also admit that I have chafed under the limitations to institutional development imposed during the past few years. I am not critical of the Legislature nor of the Executive. They have been generous. There has been a real demand for keeping all state expenditures to as low a point as possible. But this does not alter the fact that the College could be of vastly greater service to the State, and continued connection with it would be far more inspiring, if it were permitted to erect necessary buildings, establish important courses, push forward greatly needed research, and meet the needs of many more of the youth of the State by enlarging the area of its activities: these phrases describe precisely the present prospects in Michigan.

But far more important and serious than this consideration is the present administrative oversight of the College. For nearly five years I have been compelled to work under a system of State House control which, as applied to the College, I regard as wholly unsound in principle, in practice highly detrimental to efficiency and true economy, as well as seriously discouraging to my co-workers on the staff.

Repeated protests have brought no relief. Last January I stated to you in my annual report that the limit of endurance had been nearly reached. I then hoped that

steps would be taken in the direction at least of restoring to your Board the responsible management of the institution. I am confident that eventually this will be done, for common sense will prevail. It is worth noting that a recent decision of the Supreme Court of Michigan confirmed the rights of the governing board of the Michigan Agricultural College as a constitutional body, with complete authority for the control of both the policies and the expenditures of the institution.

But our institution is still in the grip of a system of centralized control which takes all the zest as well as most of the promise out of the task of leadership. If imposed bureaucratic methods, constant annoyance from a multitude of petty requirements, the minimizing of effective responsibility for both expenditures and policies, or even personal humiliation, were a necessary price exacted of the executives of the College in order to serve fundamental college interests or those of the Commonwealth, one should not complain. But these restrictions are not necessary to the effective management of the College, they do not result in essential economy, and I am not willing longer to submit to them.

I have constantly done everything in my power when condemning the system to avoid being critical of the officials who are responsible for enforcing the system. For example, I believe the present Chairman of the Commission on Administration and Finance has approached his thankless duties with firmness and courage, and in our case at least with

TRUSTEE

marked personal courtesy. I bear him no grudge whatever; although I will say I think a radically different mode of handling the problem even under present laws would have been far more effective practically and certainly much less irksome to us. We would have eagerly welcomed constructive suggestions from the State House as to methods of internal management that would make for economy and efficiency - these suggestions we have rarely had during all the years of my connection with the College.

And so, too, in the case of the Department of Education. The Commissioner, put into a very difficult and even delicate situation, has been considerate, helpful, fair; yet I cannot believe that the present arrangement can ever make for good administration. The law placed your Board in the Department of Education and has been construed to mean that the Commissioner of Education has a large measure of responsibility for the College. He thus comes to be regarded as in many ways not only the virtual head of the institution, but even as possessing final authority concerning it. I told the "Webster" Commission three years ago that "the College should be kept in the Department of Education but the relation so adjusted that the Trustees retain final responsibility and authority". I also said to the same body that "frankly I think if some such program as the above cannot be carried out the Trustees should be abolished and the Commissioner of Education made the responsible administrative head. Logically the presidency should also be abolished and a principalship established, - the principal being immediately responsible

to the Commissioner of Education. I believe there is no workable middle ground between these two alternatives". But I am bound to say, with all respect and regard for the present Commissioner, that educational management of the College by a single state official is no less to be deprecated than its fiscal management by a central administrative board.

While my personal reaction to the present scheme of administrative control has been decisive with respect to my own further connection with the College, this of course is not the main reason for the seriousness of the situation. It is my deliberate judgment that the whole future of the College is at stake. The Commonwealth must decide very soon whether it wishes a first rate or a third rate college on this campus. I am certain that the College can never be maintained at a high point of efficiency, much less develop as it should, until your Board once more has full authority. You should determine expenditures once the Legislative appropriations become available; employ members of the staff and fix their salaries; pass upon educational policies, - perform in fact all the functions of a responsible governing body.

I have no desire to hide my satisfaction with the prospect of relief from a situation that has become almost intolerable. Yet I leave with keen regret. For eighteen years now I have served your Board, and I bear

THE MASSACHUSETTS AGRICULTURAL COLLEGE

COMMITTEE

sincere and grateful testimony to your genuine interest, your keen intelligence, and your unswerving loyalty. I have always been impressed with your high sense of trusteeship. Whatever has been done here during this period could not have been accomplished had I not had your constant support. The personal ties with you as individuals are strong and will abide through life as a memory of great privilege.

It is not easy to contemplate leaving this College, its wonderful student body, its competent faculty, its loyal alumni, its growing constituency, its significant problems. The roots of attachment to the institution and to all connected with it have gone down deep. The College has a good record and a great future. I am proud to have had a part in its upbuilding.

Very sincerely,

Kenyon L. Butterfield

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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SCHEDULE OF SALARY INCREASES TO BECOME EFFECTIVE

SEPTEMBER 1, 1924

Indexed

| Name | Rate 1923 | Recommended 1924 | Approved by Supervisor |
|---|---|---|---|
| Kenney, F. C. | $4,500 | $4,800 | $4,500 |
| Mellen, R. A. | 1,200* | 1,320* | 1,320* |
| Graves, A. H. | 840 | 900 | 900 |
| Herrick, D. B. | 1,080 | 1,200 | 1,200 |
| Hubbard, C. L. | 780 | 900 | 900 |
| Loomis, F. L. | 840 | 900 | 900 |
| Martin, H. A. | 1,080 | 1,140 | 1,140 |
| O'Donnell, J. | 960 | 1,080 | 1,080 |
| Tuttle, M. L. | 960 | 1,020 | 1,020 |
| Beaumont, A. B. | 3,240 | 3,300 | 3,300 |
| Michels, C. A. | 2,700 | 2,820 | 2,820 |
| Rice, V. A. | 2,880 | 2,940 | 2,940 |
| Judkins, H. F. | 3,480 | 3,600 | 3,600 |
| Thayer, C. L. | 3,000 | 3,300 | 3,300 |
| Robertson, W. F. | 1,800 | 1,920 | 1,920 |
| Drain, B. D. | 2,520 | 2,640 | 2,640 |
| Torrey, R. L. | 2,520 | 2,640 | 2,640 |
| Davis, W. H. | 2,400 | 2,580 | 2,580 |
| Serex, Paul | 2,460 | 2,580 | 2,580 |
| Julian, A. N. | 2,820 | 2,940 | 2,940 |
| Alexander, C. P. | 2,520 | 2,760 | 2,760 |
| Crampton, G. C. | 3,180 | 3,420 | 3,420 |
| Cassidy, M. H. | 2,160 | 2,340 | 2,340 |
| Moore, F. C. | 2,640 | 2,820 | 2,820 |
| Machmer, W. L. | 3,600 | 3,900 | 3,900** |
| Porter, W. R. | 1,860 | 1,980 | 1,980 |
| Avery, R. C. | 1,560 | 1,680 | Resigned |
| Alderman, G. W. | 1,740 | 1,860 | 1,860 |
| Gage, G. E. | 3,600 | 3,720 | 3,720 |
| Lentz, J. B. | 1,410* | 1,470* | 1,470* |
| Gordon, C. E. | 3,420 | 3,600 | 3,600 |
| Bogholt, C. M. | 1,680 | 1,800 | Resigned |
| Thissell, P. E. | 1,740 | 1,860 | Resigned |
| Cance, A. E. | 3,900 | 4,000 | 4,000 |
| Sawtelle, D. W. | 2,880 | 2,940 | 2,940 |
| Yount, H. W. | 900* | 960* | 960* |
| Skinner, E. L. | 3,300 | 3,420 | 3,420 |
| Bartley, M. A. | 1,800 | 1,980 | 1,980 |

Salary increases

* Part salary
** Increase approved in view of duties as Assistant Dean

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Salary Increases

| Name | Rate, 1923 | Recommended 1924 | Approved by Supervisor |
|---|---|---|---|
| Hamlin, Margaret | $1,170* | $1,260* | $1,260* |
| Derby, L. L. | 1,800 | 1,980 | 1,980 |
| Gore, H. M. | 2,940 | 3,120 | 2,940 |
| Hicks, Mrs. C. S. | 585 | 600 | 600 |
| Binner, T. M. | 1,020 | 1,080 | 1,080 |
| Burrington, G. | 960 | 1,080 | 1,080 |
| Chapman, L. V. | 1,320 | 1,380 | 1,380 |
| Damon, V. E. | 960 | 1,020 | 1,020** |
| Davidson, E. G. | 900 | 960 | 960 |
| Denney, A. I. | 840 | 900 | 900 |
| Gallond, G. E. | 1,500 | 1,620 | 1,620 |
| Green, E.A. | 1,260 | 1,380 | 1,380 |
| Hallowell, E. | 1,260 | 1,320 | 1,320 |
| Hamilton, A. H. | 1,080 | 1,140 | 1,140 |
| Heafey, O. E. | 840 | 900 | 900 |
| Longden, H. G. | 960 | 1,020 | Resigned |
| Mellor, R. L. | 540* | 570* | 570* |
| Powell, K. L. | 900 | 960 | 960 |
| Rouleau, O. E. | 900 | 960 | 960 |
| Russell, H. R. | 840 | 900 | 900 |
| Sherburne, R. E. | 1,020 | 1,080 | 1,080 |
| Streeter, E. | 420* | 450* | 450* |
| Toole, K. V. | 780 | 840 | 840 |
| Weymouth, B. M. | 1,260 | 1,380 | 1,380 |
| Alcock, J. R. | 1,500 | 1,560 | 1,560 |
| Allen, H. L. | 1,320 | 1,380 | 1,380 |
| Anderson, P. J. | 3,240 | 3,360 | 3,360 |
| Archibald, J. G. | 2,460 | 2,580 | 2,580 |
| Bailey, J. S. | 1,560 | 1,680 | 1,680 |
| Ball, A. S. | 1,200 | 1,260 | 1,260 |
| Bourne, A. I. | 2,400 | 2,580 | 2,580 |
| Coffin, R. L. | 1,620 | 1,800 | 1,800 |
| Doran, W. L. | 2,820 | 2,940 | 2,940 |
| Felton, F. E. | 1,380 | 1,500 | 1,500 |
| Gaskill, E. F. | 2,760 | 2,880 | 2,880 |
| Hays, F. A. | 3,000 | 3,300 | 3,300 |
| Holland, E. B. | 3,300 | 3,600 | 3,600 |
| Lacroix, D. S. | 1,680 | 1,740 | 1,740 |
| Osmun, A. V. | 900* | 1,000* | 1,000* |
| Pyle, N. J. | 2,460 | 2,580 | 2,580 |
| Sanborn, R. | 1,380 | 1,500 | 1,500 |
| Shaw, J. K. | 3,600 | 3,780 | 3,780 |
| Wilson, H. J. | 1,200 | 1,260 | 1,260 |
| Worthley, H. N. | 2,100 | 2,220 | 2,220*** |
| Eppler, M. G. | 960 | 1,020 | 1,020**** |
| Meehan, E. E. | 1,080 | 1,200 | 1,200 |
| Miner, G. E. | 1,260 | 1,320 | 1,320 |

* Part salary
** Promote to Grade II, Stenographer
*** Promote to Asst. Research Professor
**** Promote to Clerk Grade III

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

| Name | Rate, 1923 | Recommended 1924 | Approved by Supervisor |
|---|---|---|---|
| Streeter, E. | $ 780* | $ 810* | $ 810* |
| Flint, O. S. | 1,920 | 2,040 | 2,040 |
| Kokoski, F. J. | 1,440 | 1,560 | 1,560 |
| Smith, J. J. | 1,200 | 1,320 | 1,320 |
| Mellor, R. L. | 540* | 570* | 570* |
| Cole, F. E. | 2,340 | 2,580 | Resigned |
| Cole, W. R. | 2,820 | 3,000 | 2,940 |
| Crawford, J. A. | 1,800 | 2,040 | 1,980 |
| Fawcett, C. J. | 3,000 | 3,300 | 3,300 |
| Hawley, R.D. | 2,220 | 2,580 | 2,520 |
| Howe, W. F. | 3,000 | 3,180 | 3,180 |
| Nodine, E. H. | 2,160 | 2,340 | 2,340 |
| Reynolds, L. W. | 3,360 | 3,600 | 3,600 |
| Tucker, M. L. | 2,820 | 3,000 | 2,940 |
| Arthur, M. G. | 1,200 | 1,320 | 1,320 |
| Bates, E. M. | 840 | 900 | 900 |
| Clark, S. L. | 960 | 1,020 | 1,020** |
| Corey, I. | 840 | 900 | 900 |
| Harris, K. | 960 | 1,020 | 1,020** |
| Honney, M. T. | 840 | 960 | 960 |
| Howard, M. | 780 | 840 | 840 |
| Lee, H. A. | 900 | 960 | 960 |
| Pierce, D. S. | 780 | 840 | 840 |
| Reed, J. B. | 900 | 960 | 960 |
| Walsh, M. T. | 780 | 840 | 840 |
| White, Susan | 840 | 900 | 900 |
| White, C. H. | 900 | 960 | 960 |
| Dickinson, L. S. | 1,200* | 1,320* | 1,290* |
| French, A. P. | 1,800 | 1,980 | 1,980 |
| Grayson, E. E. | 1,920 | 1,980 | Resigned |
| Hamlin, Margaret | 1,170* | 1,260* | 1,260* |
| Lanphear, M. O. | 1,920 | 2,100 | 2,100*** |
| Lentz, J. B. | 1,410* | 1,470* | 1,470* |
| Yount, H. W. | 900* | 960* | 960* |
| Muller, R. T. | 2,580 | 2,820 | 2,820 |
| Newlon, J. B. | 1,800 | 1,980 | 1,980 |
| Raleigh, G. J. | 1,800 | 1,920 | 1,920 |
| Rogers, R. W. | 2,280 | 2,460 | 2,460 |
| Snyder, G. B. | 1,680 | 1,800 | 1,800 |
| Smith, R. W. | 1,920 | 1,980 | 1,980 |
| Pulley, M. S. | 1,800 | 1,860 | 1,860 |
| Thayer, W. C. | 1,920 | 1,980 | 1,980 |

Salary Increases

* Part Salary
** Promote to Stenographer Grade II
*** Promote to Assistant Professor

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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| Name | Rate 1923 | Recommended 1924 | Approved by Supervisor |
|---|---|---|---|
| Viets, P. W. | $2,820 | $3,060 | $2,940 |
| VanMeter, R. A. | 3,000 | 3,300 | 3,300 |
| Martin, K. | 960 | 1,020 | 1,020 |
| Mercier, Marie | 1,380 | 1,500 | 1,500 |
| Schuler, R. E. | 960 | 1,020 | 1,020* |

* Promote to Stenographer Grade II

Salary Increases

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THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF THE SEMI-ANNUAL MEETING OF THE TRUSTEES

President's Office, Amherst, June 9, 1924

Indexed

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The meeting was called to order at 9:05 A. M. by the Vice-President, Charles A. Gleason.

PRESENT: Trustees Gleason, Bowditch, Ellis, Frost, Gannon, Gerrett, Pollard, Preston, Richardson, Wheeler and President Butterfield.

The following call for the meeting was read:

Amherst, Mass.
May 29, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for meeting

The semi-annual meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the office of the President, Amherst, Massachusetts, at 9:00 A. M. Monday, June 9, 1924.

Yours respectfully,

Ralph J. Watts

Secretary

The minutes of the meeting of May 16, 1924, were, by vote, approved without reading.

On motion of Mr. Ellis, it was

VOTED: That a committee of three be appointed with power to prepare on behalf of the Trustees appropriate resolutions on the service of President Butterfield.

Resolutions on service of President Butterfield

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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Pursuant to the above vote the chairman appointed Messrs. Wheeler, Ellis, and Gannon.

Successor to President Butterfield

Mr. Wheeler, for the special committee appointed at the previous meeting to consider the appointment of a successor to President Butterfield, reported on the consideration which the committee had given to this problem and on their conclusions. In accordance with the recommendation of this committee it was unanimously

Dean E. M. Lewis Acting President

VOTED: That Dean Edward M. Lewis be appointed Acting President of the Massachusetts Agricultural College to serve until such time as a permanent President may be selected and with the same salary and perquisites as at present are attached to this office.

On motion of Mr. Frost it was

Allowance of $2,000 for furnishings for President's House

VOTED: That an allowance, not to exceed $2,000 be made to assist in furnishing the President's house.

On motion of Mr. Bowditch it was

VOTED: That Mr. Pollard, Acting President Lewis and Treasurer Kenney constitute a committee to carry out the provisions of the above vote.

Committee on Educational Policy

Mr. Gleason announced the appointment of Mr. Wheeler as chairman of the special committee on the educational policy of the College appointed at the meeting of the Trustees of April 18th.

On motion of Mr. Bowditch it was

John K. Broadfoot--signing checks

VOTED: That the assistant to the Treasurer, John K. Broadfoot, be authorized to sign checks for the expenses of the institution during the absence of Treasurer Kenney for a period of two weeks in July, 1924.

William M. Murphy, application

A letter was read from William M. Murphy applying for the position of President of the College. The Secretary

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was instructed to notify Mr. Murphy that his letter had been received by the Trustees and placed on file.

Students qualified for degrees

The President presented lists of those students qualified to receive various degrees at this commencement.

Candidates for the Degree of Bachelor of Science

Degree of Bachelor of Science

Robert Arthur Barrows
Frederick Sheldon Bartlett
Perry Goodell Bartlett
Warren Leslie Bartlett
Clifford Luce Belden
Edward Louis Bike
Richard Bittinger
Charles Atwell Bowes
Fred Brunner, Jr.
Joseph Howard Burbeck
Victor Harrison Cahalane
Earle Stanton Carpenter
Theodore Martin Chase
Earl Augustus Cromack
Robert Martin Darling
Howard Halsey Davis
Charles Frederick Deuel, 2nd
Allen Lucius Dresser
James Alexander Elliott
Martha Belle Scott Epps
John Michael Fenton
Leland Hoyt Fernald
Ruth Guild Flint
Mary Joanna Foley
Sherman Clark Frost
James Herbert Gadsby
Alfred Corwin Garretson
Alfred Fullick Gay
Aimee Suzanne Geiger
Eliot Gray Goldsmith
Joseph Goldstein
Alexander Watson Grieve
Patrick Louis Gryzwacz
Malcolm Rawson Haskell
Luther Leonard Hayden, Jr.
Robert Eddy Hescock
Carroll Victor Hill
Clarence Warren Holway
Carl Frederick Isaac
Locke LeBaron James
Edward Anthony Kane
Clifford Woodworth Keith
Rosewell Howard King
Eric Franklin Lamb
Rose Florence Landis*
Wilfred Craig Lane
Allen Sanford Leland
Kenneth Stockwell Loring
Norman Hoar MacAfee
Charles Arthur Meserve
Walter Markley Morris
Sterling Myrick
Carl Olaf Nelson
Arthur Chester Nicoll
Howard Lester Norwood
Russell Noyes
Gordon Pittinger Percival
Chauncy Valentine Perry
John Tuttle Perry
Arthur Edwin Pierce
Nandor Porges
Wallace Francis Pratt
John Gammons Read
Winthrop Gordon Rhodes
Chester Sewall Ricker
Kenneth Allen Salman
Carlton Hill Schaffer
Wendell Folsom Sellers
Harold Henry Shepard
Kenneth Wallace Sims
Richard Burr Smith
Charles Wasser Steele
Robert Ernest Steere
Harold Dudley Stevenson
Charles James Tewhill
Thomas Varnum, Jr.
Judson Newcombe Walker
Albert Edmund Waugh
Howard Erle Weatherwax
Samuel Henry White
Chester Edgerly Whitman
Richard Augustine Whitney
Will Alvah Whitney
James Lowell Williams
Earl Maynard Witt
Ruth Millicent Wood
Robert Hugo Woodworth
William Wilson Wood

. . . . . .

*Candidate did not appear for her diploma.

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Degree of Bachelor of Vocational Agriculture

Candidate for the Degree of Bachelor of Vocational Agriculture

Leon Ashley Regan

Degree of Master of Science

Candidates for the Degree of Master of Science

John Geddie Archibald
Stanley Willard Bromley
Warren Bryan Mack
Raymond Alson Mooney

Degree of Master of Landscape Architecture

Candidate for the Degree of Master of Landscape Architecture

Roland Winsor Rogers

Degree of Doctor of Philosophy

Candidate for the Degree of Doctor of Philosophy

Stanley Barron Freeborn

Accounts of Messrs. Schaffer and Whitman

The Treasurer reported that the accounts of Messrs. Schaffer and Whitman had not been fully settled, and it was

VOTED: That, provided a settlement of these accounts satisfactory to the Treasurer is made, these names be included in the list of candidates for the degree of Bachelor of Science.

Delay in printing

Further evidence was presented of delay in printing forms and bulletins necessary to the satisfactory administration of various phases of college work. On motion of Mr. Bowditch it was

VOTED: That these facts be brought to the attention of the Governor and Council by Mr. Ellis and Mr. Wheeler with the request for immediate relief from the present unsatisfactory conditions.

Dean Lewis-election of

Dean Lewis on invitation attended the meeting and his election as Acting President was announced to him by the chairman.

The President read a public statement from Commissioner Smith, which appeared in the Boston Post of

May 18, 1924, bearing on the President's resignation.

Commissioner Smith, statement

Director Haskell reported further on the policy of charging for professional services rendered individuals by the College. It was the sentiment of the Trustees that no further change in the present policy of the institution as to charges for such services should be made at this time.

Professional service charge

Director Haskell reported that a request had been made for the use of a certain building on the Cornelia Warren estate at Waltham for use as headquarters for the Middlesex County Farm Bureau, and it was

Cornelia Warren Estate--Middlesex County Farm Bureau

VOTED: That the special Trustee committee on the Market Garden Field Station confer with Director Haskell, Director Willard and Professor Waugh relative to this problem and report to the Trustees at a subsequent date.

Ernest S. Russell, President of the Associate Alumni, presented to the Board the following resolutions passed by the Associate Alumni on June 7, 1924.

Associate alumni resolutions

WHEREAS, We the Alumni of the Massachusetts Agricultural College believe that, in order to maintain our college as a first-class educational institution of collegiate grade; to administer the college efficiently and with true economy; to keep high morale among the teaching staff, the Trustees of the college should be given authority to exercise full and absolute administrative responsibility of the college; decide upon expenditure of legislative appropriations; employ members of the staff and fix their salaries; determine educational policies, - perform in fact all the functions of a responsible governing body, therefore be it

RESOLVED, that a committee known as the Committee on Administration of the Associate Alumni be appointed to draft and introduce into the next legislature such

TRUSTEE

a bill as will secure such changes in existing laws as are necessary to secure to the Trustees the authority above mentioned; and be it further

RESOLVED, that said Committee is hereby instructed and authorized in the name of the Associate Alumni to do whatever may be necessary to make these changes effective previous to the next annual meeting of the association.

Emergency Fund-- Poultry Husbandry

The President stated that the Governor and Council had made an allowance of $1,000 from the emergency fund available for use at the College, to supplement the original apportionment made to the Department of Poultry Husbandry.

Additional teaching position in Home Economics

Mr. Wheeler reported on the conference which he and Commissioner Smith had had with the Commission on Administration and Finance relative to establishing an additional teaching position in the Department of Home Economics.

It was

W. P. B. Lockwood, services

VOTED: That the services of William P. B. Lockwood as Extension Professor of Dairying be continued for one year from September 1, 1924 at the rate of $1,400 per year for part time service.

It was

E. A. Harrington, leave of absence

VOTED: To grant a leave of absence without pay to Elmer A. Harrington, Professor of Physics, for one year from September 1, 1924.

It was

Leaves of absence

VOTED: That the Committee on Course of Study and Faculty draft a legislative bill authorized by the Trustees on April 18, 1924, seeking authority for the Trustees to grant leaves of absence to members of the staff having rendered long service for the College

It was also

VOTED: That the Committee on Course of Study and Faculty consider the question of an adequate

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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retirement system for members of the staff of the College. Retirement system

It was

VOTED: That a special meeting of the Trustees be called at such time prior to the annual meeting in January 1925 as shall be determined by the chairman. Special meeting

The Secretary was authorized to send to Trustee Howe a telegram of greetings from the Board. E. D. Howe, greetings

The meeting adjourned at 11:30 A. M.

_____ Vice President

Ralph J. Watts Secretary

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Indexed

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, July 12, 1924

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The meeting convened at 11:15 A. M. In the absence of the Vice President, Mr. William Wheeler was by vote chosen to serve as Chairman of this meeting.

PRESENT: Trustees Bowditch, Clark, Ellis, Frost, Gannon, Gilbert, Preston, Richardson, Wheeler, and Butterfield. Dean Lewis was also present.

Waivers

All the Trustees present, by vote recorded herewith, waived notice of the time and place of this meeting; the Trustees absent, by written waivers which are made a part of the records of this meeting.

The following call for the meeting was duly issued:

Amherst, Mass.
July 7, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the meeting

By direction of the Chairman, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 11:00 A.M., Saturday, July 12, 1924. The purpose of the meeting will be to take steps necessary to consummate the sale of the Market Garden Field Station at Lexington, to consider a report on an important matter submitted by the Executive Committee of the Massachusetts State Grange and to transact such other business as may properly be presented.

Yours respectfully,

Ralph J. Watts

Secretary

On motion of Mr. Ellis it was

VOTED: That the Trustees hereby waive notice of time and place of this meeting. Waiver

On motion of Mr. Ellis it was

VOTED: That a special meeting of the Trustees for further consideration of the legislative budget for 1925 be held in Boston, September 5, 1924 and that this special meeting be preceded on September 4th by meetings of various trustee committees for perliminary consideration of the budget. Special meeting

On motion of Mr. Ellis it was

VOTED: That Mr. Wheeler and Acting President Lewis represent the Trustees in securing from the Commission on Administration and Finance, such adjustments of salary for the next college year as may be necessary owing to administrative adjustments caused by the resignation of President Butterfield and Director Phelan. Salary Adjustments

It was reported to the meeting by Mr. Frost that a proposal had been received from Messrs. Wollrath & Sons to purchase for the sum of twenty-five thousand dollars the land and buildings now occupied by the Market Garden Field Station of the College at North Lexington, and there was read to the meeting a draft of the proposed agreement for purchase and sale. Thereupon on motion of Mr. Bowditch, duly seconded, it was Messrs. Wollrath & Sons-- purchase of M. G. F.S.

VOTED: To accept the proposal of Messrs. Wollrath & Sons for the purchase of the said land for the sum of twenty-five thousand (25,000) dollars upon the terms and conditions of proposed agreement, a copy of which is annexed to the records of this meeting. Sale of M. G. F. S.

Thereafter on motion duly made and seconded it was

TRUSTEE

Mr. H. Frost to take charge of sale.

VOTED: To designate Mr. Harold L. Frost as the officer who shall, in behalf of the Trustees, execute the said contract and the necessary instruments of conveyance in connection with such sale.

On motion of President Butterfield it was

Improvements on Cornelia Warren Estate

VOTED: That the Trustee Committee on Market Garden Field Station, acting with the staff Committee, be authorized and empowered to expend the $25,000 made available through the sale of the Field Station at Lexington, for improvements on the Cornelia Warren estate at Waltham.

It was

Mr. Bowditch Chairman of Committee on Extension Service

VOTED: To appoint Mr. Bowditch Chairman of the Committee on Extension Service for the balance of the year to fill the vacancy caused by the recent death of Elmer D. Howe.

On motion of Dr. Gilbert it was

Home Ec. practice house

VOTED: To add to the budget for special appropriations in 1925, an item not to exceed $15,000 for a practice house for the Department of Home Economics.

On motion of President Butterfield it was

Resolutions, E. D. Howe

VOTED: That the Chairman appoint a Committee to prepare appropriate resolutions on the death of Elmer D. Howe which occurred June 17, 1924.

Pursuant to the above vote the Chairman appointed Messrs. Ellis, Gilbert and Clark.

Lester M. Dyer case

Consideration was given to the report recently submitted by the Executive Committee of the Massachusetts State Grange relative to the case of Lester M. Dyer who entered the Massachusetts Agricultural College in September 1923, and who soon after returned to his home and subsequently was committed to the State Hospital at Taunton.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

COMMITTEE

On motion of Mr. Bowditch it was

VOTED: To request a representative of the State Department of Mental Diseases to meet with the Trustees and to supply information and testimony relative to the admission of Mr. Dyer to the State Hospital at Taunton.

State Dept. Mental Diseases

Pursuant to the above vote Dr. Bonner appeared before the Trustees and presented written records and personal opinions bearing on this case.

Dr. Bonner

Lawrence S. Dickinson read a lengthy report of detailed evidence which he had gathered dealing with Mr. Dyer's actions during his stay at the College.

Report of L. S. Dickinson, on Dyer case

The Trustees discussed this problem at length after which, on motion of Mr. Bowditch it was

VOTED: That in view of the evidence here presented, the report made to the President by the Executive Committee of the Massachusetts State Grange be referred back to that Committee for such further consideration as the Committee may deem appropriate to give to it.

Executive Committee Mass. State Grange

It was

VOTED: That in the opinion of the Trustees they should be furnished with such evidence as is in the hands of the Executive Committee of the State Grange as the Committee relies upon.

The meeting adjourned at 2:15 P. M.

_____ Vice President

Ralph J. Watts, Secretary

# THE MASSACHUSETTS AGRICULTURAL COLLEGE

COMMITTEE

The Trustees of the Massachusetts Agricultural College, authorized thereto in behalf of the Commonwealth of Massachusetts, hereinafter called the Sellers; and Messrs. Wollrath & Sons, grantees, hereinafter called the Buyers, mutually agree as follows:

The Sellers agree to sell and convey by a good and sufficient deed; and the Buyers agree to buy and pay the sum of Twenty-five Thousand Dollars($25,000) for; a certain parcel of land with the buildings thereon, now occupied by the Market Garden Field Station of said College at North Lexington, Mass., being the same premises conveyed to the Commonwealth of Massachusetts by deed of Ernest E. Mac Phee dated December 7, 1916, and recorded Middlesex South District Deeds, Book 4103, Page 332.

Deed is to be tendered and the full price paid at a date on or before Aug. 1, 1924 to be fixed by the Sellers, they giving to the Buyers five days' notice thereof.

This agreement is subject to the confirmation and approval of the Governor and Council of the Commonwealth.

In witness whereof the undersigned have hereunto set their hands and seals this 14th day of July, 1924.

Wollrath & Sons
by Albert J. Wollrath
Ernest Wollrath
Henry J. Wollrath

Trustees of Massachusetts Agricultural College
By Harold L. Frost
Trustee

Authorized by vote of Trustees of Massachusetts Agricultural College July 12, 1924.

Approved as to form
Jay R. Benson, Atty Genl
by
Melville Fullerton Weston
Asst. Atty Genl

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass., July 12, 1924

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Davis R. Dewey

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass., July 12, 1924

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Channing W. Cox

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass., July 12, 1924

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Charles A. Gleason

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass. July 12, 1924

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Alvan T. Fuller

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass., July 12, 1924.

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Frank Gerrett

*The Commonwealth of Massachusetts*

*Department of Education*

MASSACHUSETTS AGRICULTURAL COLLEGE
PRESIDENT'S OFFICE
AMHERST

Boston, Mass., July 12, 1924

The undersigned waives notice of the time and place of a meeting of the Board of Trustees of the Massachusetts Agricultural College to be held at the Boston City Club in Boston, Mass., Saturday, July 12, 1924.

Arthur G. Pollard
Trustee

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, September 5, 1924

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The meeting was called to order at 9:45 A.M. by the Vice President, Charles A. Gleason.

PRESENT: Trustees Gleason, Bacon, Bowditch, Chandler, Dewey, Ellis, Frost, Gannon, Gerrett, Gilbert, Wheeler and Acting President Lewis. Treasurer Kenney was also present.

The following call for the meeting was read:

Amherst, Mass.
August 26, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

In accordance with the vote of the Trustees of July 12, 1924 a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 9:30 A. M. Friday, September 5, 1924.

Call for the meeting

The purpose of the meeting will be to consider the budget for current expenses for 1925, and to transact such other business as may properly be presented.

Yours respectfully,

Ralph J. Watts
Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

John H. Chandler in place of E. D. Howe

The appointment of Mr. John H. Chandler of Sterling as Trustee of the College to fill the vacancy caused by the death of Mr. Elmer D. Howe was announced.

Minutes of June 9 and July 12, 1924

The minutes of the meetings of June 9, 1924 and July 12, 1924 were approved without reading.

It was

VOTED: To approve the action of the Acting President in accepting the following resignations:

RESIGNATIONS

Resignations

Marion Angotti, Stenographer, Extension Service, September 27, 1924
Roy C.Avery, Instructor in Microbiology, August 31, 1924
Carl M. Bogholt, Instructor in English, August 31, 1924
Kenyon L. Butterfield, President, August 31, 1924
Robert L. Coffin, Investigator in Agriculture, June 30, 1924
Fred E. Cole, Extension Assistant Professor in Pomology, August 31, 1924
Margaret Davidson, Clerk, Extension Service, June 30, 1924
Philip E. Foss, Instructor in Zoology, August 31, 1924
Emory E. Grayson, Instructor in Physical Education, August 31, 1924
Roy D. Harris, Assistant Professor of Vegetable Gardening, September 30, 1924
Hazel Longden, Stenographer, Division of Horticulture, June 19, 1924
Dorothy W. Murdock, Asst. State Club Leader, August 31, 1924
Joseph F. Novitski, Instructor in Rural Sociology, August 7, 1924
John Phelan, Professor and Head of Department of Rural Sociology and Director of Short Courses, August 31, 1924
Helen R.Shea, Stenographer, Extension Service, Sept. 30, 1924
Paul E. Thissell, Instructor in French, September 15, 1924
Anna M. Wallace, Curator, Dept. of Botany, July 31, 1924

It was

VOTED: To confirm the following new appointments as reported by the Acting President:

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

NEW APPOINTMENTS

Lorin E. Ball, Instructor in Physical Education, September 1, 1924, $1,680
Edward L. Bike, Instructor in Physical Education, September 15, 1924, $1,200 (for one year)
Prentiss French, Assistant Professor of Landscape Gardening, September 1, 1924, $2,400
Gerald M. Gilligan, Investigator in Chemistry, July 1, 1924, $1,500
Belding Jackson, Instructor in English, September 15, 1924 $1,680
Willard P. Jones, Instructor in Agronomy, September 1, 1924, $1,440
Helen Knowlton, Assistant Professor of Home Economics, September 1, 1924, $2,160
S. Jessie Lyman, Stenographer, Division of Horticulture, June 12, 1924, $960
James J. McDermott, Technical Assistant, Dept. of Veterinary Science, August 1, 1924, $1,600
John B. Nelson, Instructor in Microbiology, September 8, 1924 $1,680
John W. Patton, Assistant Professor of Poultry Husbandry, $2,500 (for 1 year)
Arthur W. Phillips, Instructor in Chemistry, September 1, 1924 $1,980
Gordon C. Ring, Instructor in Zoology, September 1, 1924, $1,560
Chester H. Werkman, Assistant Professor of Microbiology, September 1, 1924, $2,600
Mildred L. Wood, Assistant Extension Professor of Nutrition July 28, 1924, $2,580
Harriet M. Woodward, Assistant State Leader, Home Demonstration Clubs, August 18, 1924, $2,100

New Appointments

It was

VOTED: To approve the following transfers and promotions as reported by the Acting President:

TRANSFERS

Dorothy M. Parsons, Clerk, Department of Botany from Stenographer, President's Office, September 1, 1924

Transfers

PROMOTIONS

Gladys I. Miner, Curator, Dept. of Botany from Stenographer, August 1, 1924

Promotions

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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LEAVE OF ABSENCE, WITHOUT PAY

Leave of absence
N. L. Sims
W.C. Sanctuary

Newell L. Sims, Professor of Rural Sociology, one year from September 1, 1924
William C. Sanctuary, Professor of Poultry Husbandry, one year from September 1, 1924

Maintenance budget

The budget for maintenance for 1925 was presented and discussed; on motion of Mr. Bowditch, it was

VOTED: That the total budget for maintenance to be requested for 1925 be on the basis of an increase of $50,000 over the appropriation for 1924 and that the details of the budget on this basis be referred with power to the Acting President and the Chairmen of the Standing Committees.

It was

Salary of F. C. Kenney

VOTED: That Messrs. Gleason, Ellis, and Gerrett represent the Trustees in consulting with the Department of Administration and Finance relative to the salary of Treasurer Kenney.

On motion of Mr. Ellis, it was

Head of Div. of Agriculture and Head of Div. of An. Hus.

VOTED: To be the opinion of the Trustees that the Committee on Course of Study and Faculty should take active steps to fill the vacancy in the position of Head of the Division of Agriculture and Head of the Department of Animal Husbandry.

Adjustments

The Acting President reported on various adjustments which he had made for carrying the work during the coming year in certain administrative and teaching positions made vacant by resignations and other causes.

On recommendation of the Committee on Extension Service it was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: That a charge be made for technical bulletins when sent to individuals, other than public officials, from other states.

Technical bulletins

On recommendation of the Committee on Experiment Department it was

VOTED: That an item of $1,000 be added to the budget for special legislative appropriations in 1925, for the purchase of additional land for the cranberry station at Wareham.

Addition to cranberry station at Wareham

On recommendation of the Committee on Finance it was

VOTED: That the Acting President and the Treasurer be authorized to fill the vacancy caused by the resignation of Thomas F. Butterworth, Chief Engineer.

Position of Chief Engineer

Mr. Wheeler, Chairman of the special committee to consider the educational policy of the College, reported that no action had as yet been taken. It was

Committee on educational policy of the College

VOTED: That Dr. Gilbert and Mr. Chandler be added to the Committee already appointed to consider the educational policy of the College.

Addition to Committee

On motion of Dr. Gilbert it was

VOTED: That the Committee appointed to consider the educational policy of the College, consider also the question of administrative relationships and report on the same at a special meeting of the Trustees to be called at such time in October as the Committee shall determine.

Administrative relationships

On motion of Mr. Bowditch it was

VOTED: To amend the budget already submitted for special appropriations in 1925 by increasing the items requested for live-stock from $2,000 to $4,000

Amendment to budget for live-stock

On motion of Mr. Frost it was

Middlesex County Exten. Service head-quarters at M. G. F. S.

VOTED: That the Trustees co-operate with the Middlesex County Extension Service in the erection of an office building to be constructed at the Market Garden Field Station at Waltham for the purpose of furnishing office head-quarters for the Middlesex County Extension Service.

It was

Employment of E. F. Daugherty architect M. G. F.S.

VOTED: To approve the employment of Erwin F. Daugherty of Waltham, at an expense not to exceed $200, as architect for the office and laboratory building to be erected at the Market Garden Field Station at Waltham.

It was

Expenditures for re-establishing Waltham M. G. F. S.

VOTED: To approve the following expenditures from the $25,000 available for re-establishing the Market Garden Field Station at Waltham:

| | |
|---|---|
| Repairs to the boarding house | $1,100 |
| Greenhouses | 12,500 |
| Tools | 1,000 |
| Oil burner, foundation for greenhouses and greenhouse equipment | 2,500 |
| Office and laboratory building | 7,900 |
| | $25,000 |

Lester M. Dyer case

The report from the Executive Committee of the Massachusetts State Grange relative to the case of Lester M. Dyer was again considered and discussed in detail.

On motion of Dr. Dewey, it was

Reply to Executive Committee of the Mass. State Grange

VOTED: That the evidence of the investigation of Lester M. Dyer as made by the College officials be preserved in the official records of this Board.

It was

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

VOTED: To authorize the following reply to the Executive Committee of the Massachusetts State Grange:

Reply to Executive Committee of Mass. State Grange

"The Board of Trustees acknowledges the receipt of the letter of the Executive Committee of the Massachusetts State Grange under date of August 7, 1924. Under date of July 12, 1924, this Board expressed the opinion that it should receive from your Committee such further evidence as your Committee relies upon in this connection but as yet such evidence has not been received. From such information as it now possesses, the Board of Trustees re-affirms its unqualified approval of the action of the Dean's Office in this case and is prepared to submit the results of its investigation to the Executive Committee of the State Grange provided this Committee desires to confer with the Board of Trustees; and further, this Board invites the Executive Committee to arrange through the Secretary of the Board for such a conference in the near future."

The Acting President made a further report on delays and editing of manuscripts in connection with printing. After discussion and on motion of Dr. Gilbert it was

Printing

VOTED: To lay this matter on the table pending further report from the special committee appointed to consider the printing problem.

Printing problem

The meeting adjourned at 12:45 P. M.

_____ Vice President

Ralph W. J. Watts Secretary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

RESOLUTIONS ON THE RESIGNATION OF

President Kenyon L. Butterfield

BY THE BOARD OF TRUSTEES

IN ANNUAL MEETING, JUNE 9, 1924.

The resignation of Kenyon L. Butterfield, President of the Massachusetts Agricultural College, has brought to its Board of Trustees a keen sense of personal regret, and a deep realization of the great loss which the College and the Commonwealth suffer thereby.

He goes to accept a call to become President of his Alma Mater, the Michigan Agricultural College; and we are assured and well appreciate that the entire staff of instruction and administration of this, our Massachusetts College, its ever loyal alumni, and its many friends in the various walks of life, join in a general regret and deep concern because of his going. Even more, however, are we and they grateful for the living fruits of his labors here.

His eighteen years of faithful service to this

Commonwealth and its institutions have brought the College to a stage of development and efficiency, with a well balanced coördination of its various activities, which give it high rank, and in some respects distinct leadership, among similar institutions of the country; and to himself have come merited distinction among leaders in liberal education relating broadly to the field of agriculture, soil production and rural community life.

President Butterfield came to this service with the clearly defined purpose to carry on, from the point to which his predecessors had brought the work, the further development of the institution as a strictly Agricultural College, on broad lines in conformity with the objects clearly set out in its Federal charter, under the Morrill Act of 1862, and as specifically adopted and re-affirmed by Massachusetts in the Act of April 29, 1863, under which the College was established.

He brought to the accomplishment of that purpose, qualifications of a high order, embodying:

> An understanding born of thorough training and experience, wide and varied, in his native State of Michigan and elsewhere, with vision to perceive the needs and to devise the means for

attaining the objects to be arrived at;

A rare capacity in the organization of projects to be attained and carried on, with the equal virtue of patience to wait upon the fortunes of opportunity, with constancy to the end; and

Ability to discover and enlist capable associates and assistants for the work to be done, and to inspire their best efforts and effective coöperation for its successful attainment.

Such have been the ideals and spirit underlying his methods and his hopes, and from them have come results and benefits not alone to this Commonwealth and its people, but broadly to states and peoples world-wide,- benefits now to be seen and known in part only, and which have yet to be realized in full measure.

What President Butterfield has done for the State of Massachusetts remains and will live through its permanent benefits to the College and the Commonwealth, and through a growing realization of those benefits in the minds and hearts of its people.

What Massachusetts loses through his going, Michigan, its College and people will gain through his coming to take up their work, on foundations firm, and with opportunity ample and secure for the effective

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

accomplishment of their high purpose.

We shall ever remember with grateful appreciation his unfailing courtesy, his genial cordiality and frank candor in all his relationships, official and social. We also extend to Mrs. Butterfield our high appreciation of her ever gracious hospitality and cordial participation in the many social courtesies attaching to the presidential household.

And with them both, go and will ever be, the best wishes of this Board, with the friendly hope and the confident assurance that the ideals and fidelity of purpose which have marked their eighteen years of devoted service to this College, to its community life, and to this Commonwealth, will bear rich fruitage, just and true, in the service of their own native State.

BY THE BOARD OF TRUSTEES

William Wheeler

George H. Ellis

John F. Gannon

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

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MINUTES OF SPECIAL MEETING OF THE TRUSTEES

Boston City Club, October 31, 1924

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The meeting was called to order at 3:00 P. M. by the Vice-Chairman, Mr. Charles A. Gleason.

PRESENT: Trustees Gleason, Bacon, Bowditch, Chandler, Clark, Ellis, Frost, Gerrett, Pollard, Preston, Smith, Wheeler, and Lewis. Treasurer Kenney was also present.

The following call for the meeting was read:

Amherst, Mass.
October 16, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

Call for the meeting

In accordance with the vote of the Trustees of September 5, 1924, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 3:00 P. M. Friday, October 31, 1924. The purpose of the meeting will be to receive the report of the special committee appointed to consider the scope of the College and the question of administrative relationships to the State House, and to transact such other business as may properly be presented.

Yours respectfully,

Ralph J. Watts

Secretary

The minutes of the meeting of September 5, 1924 were by vote approved without reading.

TRUSTEE

Acting President Lewis reviewed the consideration which had been given to the subjects referred to the Special Committee on the Scope of the College and Administrative Relationships and stated the various suggestions which were made which might bring relief to the College as follows:

Suggestions for bringing relief to the College

1. Continue as at present expecting a more satisfactory basis of management to grow out of further conferences with the State House officials involved.
2. A complete detachment of the College from the Department of Education.
3. A definition of the authority of the Trustees under existing legislation.

Commissioner Smith discussed further the existing situation which grows out of various laws and set forth still a fourth solution of the difficulty, through the formulation of a memorandum of agreement under which the business of the College shall be carried on.

The following reports were presented from the Committee on Scope of the College and Administrative Relationships and by vote accepted.

Reports of Committee on Scope of the College and Administrative Relationships

> That the Chairman, Mr. Wheeler, designate a sub-committee of this committee to study further the problem of administrative relationships, and to prepare legislation, or to formulate a memorandum of agreement under which the business of the College shall be carried on; that this memorandum be submitted for opinion to the Attorney General and that a special meeting of the Trustees be called at a date to be determined by this sub-committee to consider their report.

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

That the Chairman, Mr. Wheeler, appoint a sub-committee to consider the scope of the College and to report to this Committee at a subsequent date.

Sub-committee on scope of the college and administrative relationships

Pursuant to the above, Mr. Wheeler named the following committee to consider both the scope of the College and the question of administrative relationships:

| | |
|---|---|
| President Lewis | Mr. Frost |
| Dr. Smith | Mr. Chandler |
| Dr. Gilbert | Mr. Wheeler |
| Mr. Ellis | |

On motion of Mr. Ellis it was

VOTED: That in the opinion of this Board, Mr. Wheeler should serve on both sub-committees to which reference is above made.

It was

F. C. Kenney bond reduced to $7,500

VOTED: That at the request of the State Comptroller, the bond for Treasurer F. C. Kenney be reduced from $20,000 to $7,500

Howard S. Russell--letter

A letter was read from Howard S. Russell bearing upon certain questions of college administration. No action was taken inasmuch as these subjects will be considered by committees already appointed.

On motion of Mr. Bowditch it was

Authorization to approve bill to rent land at M. G. F. S. for office bldg. for M.C.E.S.

VOTED: To authorize the Acting President to approve on behalf of the Trustees a legislative bill seeking authority for the College to rent land at the Market Garden Field Station at Waltham for the purpose of providing an office building for the Middlesex County Extension Service.

The meeting adjourned at 4:15 P. M.

Vice President

Ralph J. Watts Secretary

TRUSTEE

THE MASSACHUSETTS AGRICULTURAL COLLEGE

MINUTES OF SPECIAL MEETING OF THE TRUSTEES

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Boston City Club, December 11, 1924

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The meeting was called to order at 2:10 P. M. by the Vice-President, Charles A. Gleason.

PRESENT: Trustees Gleason, Bacon, Bowditch, Chandler, Clark, Dewey, Ellis, Gerrett, Gilbert, Pollard, Preston, Smith, Wheeler, and Lewis. Treasurer Kenney was also present.

The following call for the meeting was read:

Amherst, Mass.
December 1, 1924

To the Trustees of the
Massachusetts Agricultural College

Gentlemen:

In accordance with the vote of the Trustees of October 31, 1924, a special meeting of the Trustees of the Massachusetts Agricultural College is hereby called to convene at the Boston City Club at 2 P. M. Thursday, December 11, 1924. The purpose of the meeting will be to consider the report from the Special Committee on Administrative Relationships between the Trustees of the Massachusetts Agricultural College and other State Departments, and to transact such other business as may properly be presented.

Call for the meeting

Yours respectfully,

Ralph J. Watts

Secretary

By vote the minutes of the meeting of October 31, 1924 were approved without reading.

Minutes approved

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

Resolutions on the death of Elmer D. Howe

The following resolutions on the death of the late Elmer D. Howe were read and by vote adopted:

Whereas,

The Divine Master has seen fit to remove from this life Elmer D. Howe who for years has served faithfully and well as a Trustees of this College, giving of his time and energy that the best interests of agriculture in our Commonwealth should be advanced by agricultural education,

Therefore, be it resolved,

That the Board of Trustees of the Massachusetts Agricultural College mourn the loss of a sincere, courteous gentleman, with whom it was ever a pleasure to work, who always had the courage of his convictions, and who always had the best interests of the college at heart.

Resolved, further,

That copy of these resolutions be sent to the family of the deceased and a copy placed upon the records of this Board.

Report of Special Committee on Relation of the Trustees to the State House Departments

Mr. Wheeler, Chairman of the Special Committee on Relation of the Trustees to State House Departments reported that the Committee had discussed at length the problem of relationships between the Trustees and certain State Departments and that it had referred the problem to the Trustees without specific recommendation.

Acting President Lewis and Commissioner Smith

THE MASSACHUSETTS AGRICULTURAL COLLEGE

TRUSTEE

again defined the issue and a general discussion followed in which all members present participated. Opinion was divided as to the advisability of seeking relief through legislative enactment or through a series of administrative rulings. On motion of Mr. Wheeler it was

Definition of the issue

VOTED: To request Acting President Lewis and Commissioner Smith to confer with the Governor-elect relative to the administrative problems now confronting the Trustees of the College.

Request to confer with Governor-elect relative to administrative problems

On motion of Mr. Ellis it was

VOTED: That the President be authorized to invite Mr. Thomas W. White to meet with the Trustees at their annual meeting January 9, 1925.

Thomas W. White - to meet with Trustees, Jan. 9, 1925

It was further suggested that the Acting President formulate a memorandum covering the specific problems in which relief is desired.

Memorandum covering specific problems

The meeting adjourned at 4:10 P. M.

_____ Vice President

Ralph J. Watts Secretary

THE MASSACHUSETTS AGRICULTURAL COLLEGE

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